حمل الآن

مجانا وحصريا

المراجعة رقم (1)

اختبار شهر فبراير







Lesson 2

Digital Citizenship

- As a digital citizen, you have both rights and responsibilities.

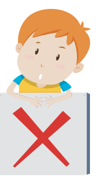
Rights:



1. Privacy
2. Protection from piracy
3. Ability to engage with others online
4. Provide and access information online
5. Ability to use the internet when you need to

Responsibilities:





1. Respect others' privacy.
2. Respect various sources.
3. Exhibit positive behavior in your interactions with others.
4. Ensure safe sharing online.

Social Responsibility

- **You can use the internet to:**
  1. Help others via social media.
  2. Contribute in social activities that help solve social issues, like:
     1- Improving healthcare
     2- Fighting pollution
     3- Fighting the factors affecting climate change

Corporate Social Responsibility



- **Companies use the internet to help others by:**
  1. Addressing environmental concerns.
  2. Supporting important causes.
- Many companies include CSR tasks as part of their business plans.

Remember:



- Express your opinions in a positive way.
- Be sure that information sources are accurate and easy to understand.
- Don't spread false information.
- If a site is spreading false or harmful information, stop visiting that site.
- Make sure the information you share and its purpose are clear.

Lesson 4

» There are reliable online libraries, such as:

1. The EKB
2. The Alexandria Digital Library

» The Egyptian Knowledge Bank (EKB) offers:

- **The world's largest collection of online educational resources including:**
  - Articles
  - Dictionaries
  - Encyclopedias
  - Books
  - Videos
  - Audio
  - Interactive files

» Free access for all Egyptian citizens.

» Content suitable for all ages.

» Safe and accurate sources.

» Files can be downloaded to your device.

» Material that is subject to copyright.



» Helpful Website Features

- Helpful websites may contain:
  1. Search engines inside the website (EKB and ADL have specialized search engines).
  2. Menus: They help you to avoid scrolling and save time.
  3. Icons: When clicked, they move you to other sections or webpages.
  4. Contact and about fields: To learn more about the people involved in a website.
  5. About links: Contain taglines "pieces of information", summarizing the website's theme.



Website Creation

- Software programs like WordPress are used to create websites.
- Choose a blank template or pre-loaded templates.
- Consider the photos, videos, and font size/type.
- A homepage: It is the first screen a visitor will see when visiting your site.

Lesson 5

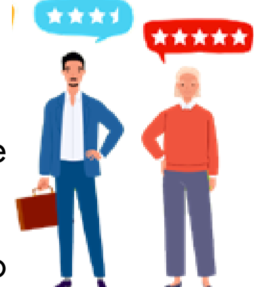


1 Commercial Websites	2 Non-Commercial Websites
Purpose	
To sell products or services.	To provide information or raise awareness on an issue.
Example	
Amazon website 	Egyptian Knowledge Bank 

We can get information about any product from

1. **Reviews**
2. **Advertisements**

1 Reviews:



- Customer reviews can be helpful to both the business and the customer.
- Some businesses create fake positive reviews to make their products more appealing.
- Some rival businesses create fake negative reviews to prevent potential customers from making a purchase.



- A review that's overly positive or negative shouldn't be trusted.
- Extreme reactions to products aren't usually good indicators of a product.

❷ Advertisements:

- Websites can use information about your online activity to place advertisements, related to your interests.



Lesson 6

» Microsoft Edge is the web browser that comes with Microsoft Windows.

» It helps you browse, search, stream, and more.

» The Collections feature in Microsoft Edge

- It organizes research in one place and on multiple devices.
- You can add videos, images, text, links, notes, and entire webpages.
- You can export each collection to other apps, such as Excel and Word.
- To start a collection:
- Select Collections on the Toolbar ⟶ Select Start a New Collection.

» Writing Help – Microsoft Editor

- Microsoft Editor is used to check for spelling and grammar.



Microsoft Editor will highlight problems, such as

- Capitalization errors
- Sentence fragments
- Missing or incorrect words and punctuation



1 Choose the correct answer:

1. 📖 Using the internet by companies to help others and addressing environmental causes is knowing as ....
   a. challenges b. showdowns
   c. corporate social responsibility (CSR)
   d. individual responsibility

2. One of your rights as a digital citizen is protection from ....
   a. sharing b. piracy c. privacy d. b & c

3. Before sharing sources with others, you must be sure that they are ....
   a. old b. fake c. accurate d. untrusted

4. 📖 Protection from piracy on the internet is considered from your ....
   a. rights b. ideas c. interactions d. properties

5. The EKB and ADL websites have a specialized ....
   a. personal information b. search engine
   c. browser d. none of the previous

6. You should exhibit .... behavior with others online.
   a. positive b. negative c. VPN d. unkind

7. The purpose of non-commercial websites is to ....
   a. sell products b. raise awareness
   c. provide information d. b & c

8. .... is a web browser that can help you to browse, search, stream, and more.
   a. Microsoft Editor b. Microsoft Edge
   c. Microsoft Word d. Microsoft Paint



2 Put (✓) or (✗):

1. In Microsoft Edge, you cannot export a collection to Excel or Word. (   )
2. Commercial websites often include customer reviews. (   )
3. 📖 Protection from piracy on the internet is from the digital citizenship rights. (   )
4. The EKB offers material that is subject to copyrights. (   )
5. 📖 The internet is used to improve healthcare provided to citizens. (   )
6. You can buy sports clothes from non-commercial websites. (   )
7. You should visit sites that spread false information. (   )

Model Exam 2

1 Choose the correct answer:

1. 📖 .... program is used to create websites.
   a. Excel b. Word c. WordPress d. Paint
2. Digital citizenship means you have rights, such as your ....
   a. privacy b. location c. keyboard d. piracy
3. 📖 .... is considered from the reliable websites.
   a. Facebook b. Forums c. EKB d. YouTube
4. The first screen a visitor will see when visiting your site is called the ....
   a. menus b. homepage c. icons d. contacts
5. 📖 To start a new collection on Microsoft Edge web browser, you can press ....
   a. Start New Collection b. Copy File
   c. Paste File d. Edit File
6. The websites can be divided into .... website(s).
   a. commercial b. non-commercial
   c. both a and b d. none of the previous

7 Using the "Collections" feature in Microsoft Edge, you can add ....

a. videos
b. images
c. text
d. all the previous

8 .... is used to make suggestions to correct errors in writing.

a. Microsoft Edge
b. Microsoft Windows
c. Microsoft Editor
d. Microsoft Excel

2 Put (✓) or (✗):

1 📖 Respecting others' privacy is from the digital citizenship responsibilities. (   )

2 📖 The internet contributes to social activities that help in some social issues. (   )

3 To create websites, you can use software programs like WordPress. (   )

4 A helpful website has a search engine inside the website. (   )

5 The purpose of non-commercial websites is to sell products or services, such as Amazon. (   )

6 Some apps, like Microsoft Edge, come with Microsoft Windows. (   )

7 The "About link" field includes short pieces of information about the website. (   )

Model Exam 3

1 Choose the correct answer:

1 One of the features of the EKB website is that it ....

a. contains unreliable sources
b. contains few sources
c. is free to use for all Egyptians
d. none of the previous

2 .... is the software that is used to create websites.

a. EKB
b. ADL
c. WordPress
d. Microsoft Word

3. Your friend bought sporting clothes from Amazon, which means he used a/an .... site.
   a. non-commercial b. educational
   c. governmental d. commercial

4. 📖 .... is considered from the non-commercial websites.
   a. Facebook b. Amazon c. EKB d. YouTube

5. Respecting others' privacy is one of your .... as a digital citizen.
   a. piracy b. rights c. technology d. responsibilities

6. One of the objectives of corporate social responsibility is to ....
   a. hack sites
   b. solve environmental issues
   c. view social problems without solutions
   d. none of the previous

7. 📖 .... is from the examples of specialized search engines.
   a. Bing b. Word c. Excel d. Paint

8. To add content in Microsoft Edge, you can select ....
   a. Start New Collection b. Add Current Page
   c. Ignore d. none of the previous

2 Put (✓) or (✗):

1. 📖 Exhibit positive behavior in interactions with others on the internet is considered from the digital citizenship responsibilities. (   )
2. 📖 The EKB provides free use of content for Egyptians and foreigners. (   )
3. Microsoft Edge doesn't allow you to export a collection to Excel and Word. (   )
4. Some rival businesses write negative reviews on their competitors' sites. (   )
5. 📖 It is important to make sure of the source of information you get about different topics. (   )

6. 📖 The EKB website provides the ability to download files to your device. ( )

7. Protection from piracy is one of your responsibilities as a digital citizen. ( )

Model Exam 4

1 Choose the correct answer:

1. 📖 .... is from the synchronous communication tools.
   a. Email
   b. An instant chat room
   c. A recorded video
   d. Google search engine

2. .... are ways to get information about a product.
   a. Reviews
   b. Advertisements
   c. a and b
   d. none of them

3. The ability to engage with others online is one of your .... as a digital citizen.
   a. privacy
   b. rights
   c. security
   d. responsibilities

4. 📖 .... communication requires an immediate response between people.
   a. Synchronous
   b. Asynchronous
   c. Simultaneous
   d. a and c

5. Alexandria Digital Library and the Egyptian Knowledge Bank are .... libraries.
   a. online
   b. untrusted
   c. trusted
   d. a & c

6. You can use .... to avoid scrolling and spending too much time looking for information.
   a. Icons
   b. Menus
   c. Contacts
   d. About



7. Websites can use information about the sites you visit to show .... about your interests.
   a. reviews b. advertisements
   c. information d. rival businesses

8. The .... feature in Microsoft Edge organizes research in one place and multiple devices.
   a. Search b. Collections c. Chat d. Editor

2 Put (✓) or (✗):

1. You can add entire webpages to Microsoft Edge collections. (   )
2. A review that's overly positive or negative should be trusted. (   )
3. EKB is considered one of the unreliable online sources. (   )
4. 📖 The website of Alexandria Digital Library is considered from the reliable online website. (   )
5. Ensuring safe sharing online is one of your responsibilities. (   )
6. 📖 The Egyptian Knowledge Bank provides many free various educational materials. (   )
7. Microsoft Editor corrects the spelling errors automatically without your intervention. (   )

Model Exam 5

1 Choose the correct answer:

1. 📖 .... enable you to locate clear and accurate directions for places.
   a. Google digital maps b. Electronic museums
   c. Electronic emails d. Online libraries

2. Microsoft Edge is a .... that helps you in browsing, searching, and watching videos.
   a. search engine b. browser c. hashtag d. icon



3. .... are educational resources that provide the Egyptian Knowledge Bank.
   a. Encyclopedias b. Books c. Dictionaries d. All of the previous
4. When you start creating your website, you can choose ....
   a. a pre-loaded template b. a blank template
   c. a & b d. none of the previous
5. You can find secure and verified information in ....
   a. digital libraries b. digital blogs
   c. Wikis d. Facebook
6. .... allows you to read more about the site before clicking on the link.
   a. Online libraries b. Meta information
   c. EKB d. About link
7. One of the ways to respect online sources is to .... them.
   a. ignore b. credit c. download d. hack
8. Emails, voice messages, and text messages are examples of .... communication.
   a. synchronous b. asynchronous
   c. simultaneous d. b and c

2 Put (✓) or (✗):

1. Microsoft Editor highlights writing problems, such as capitalization errors. ( )
2. As a digital citizen, you have the right to use the internet whenever you want. ( )
3. 📖 The Egyptian Knowledge Bank is considered from the reliable online websites. ( )
4. Customers' reviews are not useful for developing a company's products. ( )
5. Some reviews may not be entirely fake, but they may be misleading. ( )
6. Commercial websites include customer reviews, which can be helpful to both the business and customer. ( )
7. 📖 Microsoft Edge enables you to add images, text, and links. ( )



Answers

Model Exam 1

1

1 (c)	2 (b)	3 (c)	4 (a)
5 (b)	6 (a)	7 (d)	8 (b)

2

1 (✗)	2 (✓)	3 (✓)	4 (✓)
5 (✓)	6 (✗)	7 (✗)	

Model Exam 2

1

1 (c)	2 (a)	3 (c)	4 (b)
5 (a)	6 (c)	7 (d)	8 (c)

2

1 (✓)	2 (✓)	3 (✓)	4 (✓)
5 (✗)	6 (✓)	7 (✓)	

Model Exam 3

1

1 (c)	2 (c)	3 (d)	4 (c)
5 (d)	6 (b)	7 (a)	8 (b)

2

1 (✓)	2 (✗)	3 (✗)	4 (✓)
5 (✓)	6 (✓)	7 (✗)	

Model Exam 4

1

1 (b)	2 (c)	3 (b)	4 (d)
5 (d)	6 (b)	7 (b)	8 (b)

2

1 (✓)	2 (✗)	3 (✗)	4 (✓)
5 (✓)	6 (✓)	7 (✗)	

Model Exam 5

1

1 (a)	2 (b)	3 (d)	4 (c)
5 (a)	6 (b)	7 (b)	8 (b)

2

1 (✓)	2 (✓)	3 (✓)	4 (✗)
5 (✓)	6 (✓)	7 (✓)	




كيفية طباعة صفحات معينة من ملف معين

مثلا ازاى نطبع الصفحات من صفحة 4 الى صفحة 9

خطوة 1

خطوة 2 اختيار اسم الطابعة بتاعتك

خطوة 3 كتابة الصفحات المراد طباعتها نكتب رقم 4 ثم نكتب الشرطة دي - ثم نكتب 9

خطوة 4 اختيار نوع الورق

خطوة 5 اختيار A4

خطوة 6

حمل الآن

مجانا وحصريا

المراجعة رقم (2)

اختبار شهر فبراير







THEME 3 Quick Look

An hour before the Exam

تمكن من مراجعة منهجك في ساعة واحدة قبل الامتحان



Important Points

أهم النقاط في المحور الثالث

1 "Your rights and responsibilities"

- From your rights (privacy - protection from piracy - ability to engage with others online - access information online - use the internet as needed).
- From your responsibilities (respect others' privacy - respect various sources - exhibit behavior - ensure safe sharing online).

2 "Customers reviews"

- Reviews help customers decide if they want to buy a particular product or not.

3 "Fake reviews"

- A review that's overly positive or negative shouldn't be trusted.
- A business wants to make their product seem more appealing, so they make fake reviews to their products.

4 "Online maps"

- Provides Clear and accurate directions to the required places such as Google Maps.
- If you need to display a street, or an area map, always check online maps.

5 "A website's meta information"

- Meta information, such as keywords, information about the site, and what it contains.
- When you use a search engine and get a set of results, the information that is below each link is the meta information for the site.

6 "Synchronous communication"

- It is real-time communication between people.
- Everyone interacting and taking in information at the same time.
- Useful when you are writing about a lighthearted.
- We will use it if you need an immediate or quick response.

7 "Asynchronous communication"

- It is communication that does not occur in real time.



- Does not require an instant response.
- Include email, voice and text messages and recorded videos.



The abbreviations of theme اختصارات المحور الثالث

- CSR → Corporate Social Responsibility
- ADL → Alexandria Digital Library
- EKB → Egyptian Knowledge Bank



Important Definitions أهم التعريفات فى المحور الثالث

Word	Definition
Commercial websites	The purpose is selling products or services.
Non-Commercial websites	The purpose is providing information or raise awareness on an issue.
Collections	Feature in Microsoft Edge organizes research in one place and on multiple devices.
Online libraries	- These are helpful for searching different media. - It may contain dictionaries, thesauruses, and encyclopedias.
Online museums	Wonderful reference sites that allow you to view museums digitally.

Apps, websites, and ICT tools برمجيات ومواقع وأدوات تكنولوجيا المعلومات والاتصالات

- **WordPress :**
  - Software program that is used to create websites.
  - When creating the website, you can use the WordPress pre-made template or use blank template.
  - Consider the formatting webpage element and insert it with attractive formatting to make your website friendly and visually appealing.
- **Amazon :**
  - Site on the internet used to sell product. It is an example of a commercial website.

- **EKB :**
  - The content is suitable for all ages and safe and accurate sources.
  - It contains many resources such as articles, dictionaries, encyclopedias, books, video, audio, interactive files.
  - Access for free for all Egyptian citizens. It is an example of a non-commercial website.
- **Microsoft Edge :**
  - It's the web browser that comes with Microsoft Windows.
  - It's used for displaying or browsing websites.
- **Microsoft Editor :**
  - It is used to check spelling and grammar.
  - The editor will highlight problems in your document.
- **Google and Bing :**
  - They are specialized search engines.
  - You can access the needed search engine by typing the URL on the address bar then Enter key. You can search by text, sound, or image.

Sample Tests On Theme Three



اختبارات مجمعة من مختلف المحافظات للأعوام السابقة على المحور الثالث [تتضمن الأفكار المكررة في الامتحانات السابقة]

▶ If you got 🔴 you need to revise the theme again.

🔵 ممتاز 🟢 جيد جداً 🟡 جيد 🔴 غير جيد

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 [غير جيد] قم بمراجعة المحور مرة أخرى.

Sample Test 1

1 Put (✓) in front of the correct sentence and (✗) in front of the wrong one.

1. In Microsoft Editor, you must accept all suggestions. [الدقهلية - ميت غمر ٢٠٢٣] ( )
2. Specialized search engines may lead you to unreliable pages. [المنيا - ملوى ٢٠٢٤] ( )
3. All customers reviews are fake. [الأزهر الشريف - الشرقية ٢٠٢٤] ( )
4. Amazon is one of the educational site. [بنى سويف - الواسطى ٢٠٢٣] ( )
5. Museum websites contain dictionaries and encyclopedias. [الجيزة - الهرم ٢٠٢٤] ( )
6. The types of websites on the internet are limited to non-commercial websites. [الاسكندرية - العجمى ٢٠٢٤] ( )
7. Alexandria Digital Library is an online library. [القاهرة - الوايلى ٢٠٢٤] ( )
8. When you start creating your website, you can choose a blank template. [الشرقية - الصالحية ٢٠٢٤] ( )

2 Choose the correct answer from a, b, c or d.

1. .... website is an example of commercial web sites. [الأزهر الشريف - الاسكندرية ٢٠٢٤]
   a. EKB b. WhatsApp c. Amazon d. YouTube
2. .... is the web browser that comes with Microsoft Windows. [دمياط - السرو ٢٠٢٣]
   a. Microsoft Edge b. Mozilla Firefox
   c. Google Chrome d. Opera browser
3. .... websites often include customer reviews and advertisements. [القليوبية - قها ٢٠٢٣]
   a. Commercial b. Non-commercial c. Both a & b d. None of them
4. When you use online information sources, be sure that they are .... [الاسماعيلية - فايد ٢٠٢٤]
   a. wrong b. accurate c. inaccurate d. unreliable
5. In Microsoft Edge, after selecting start new collection, we ....
   a. remove the new title b. type the title
   c. cut the title d. copy the title [الغربية - السنطة ٢٠٢٤]
6. The .... offers largest collection of online Educational resources.
   a. Egyptian Knowledge Bank b. games
   c. Word d. PowerPoint [الغربية - سمنود ٢٠٢٤]
7. .... is a way to share information. [الجيزة - الدقى ٢٠٢٤]
   a. Pollution b. Social media c. Privacy d. Tasks

قم بتلوين الدائرة باللون المناسب لمستواك. ◯

▶ If you got 🔴 you need to revise the theme again.

🔵 ممتاز 🟢 جيد جدا 🟡 جيد 🔴 غير جيد

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 (غير جيد) قم بمراجعة المحور مرة أخرى.

Sample Test 2

1 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. Use Microsoft Editor to check for spelling and grammar. ( ) [الجيزة - الهرم ٢٠٢٤]
2. You can't view any museum digitally. ( ) [القاهرة - البساتين ٢٠٢٣]
3. Amazon is an example of commercial websites. ( ) [بورسعيد - بورفؤاد ٢٠٢٤]
4. ADL and EKB are reliable online. ( ) [الأزهر الشريف - كفر الشيخ ٢٠٢٤]
5. Meta information is found at the top of website. ( ) [الغربية - شرق طنطا ٢٠٢٣]
6. You can save a web page from Edit menu. ( ) [السويس - الجناين ٢٠٢٤]
7. All online sources are safe to download programs. ( ) [الاسكندرية - الجمرك ٢٠٢٤]
8. Microsoft Word program is not one of Microsoft Office 365 apps. ( ) [الشرقية - بلبيس ٢٠٢٣]

2 Choose the correct answer from a, b, c or d.

1. To display a street or an area map, you can check .... [المنوفية - اشمون ٢٠٢٤]
   a. EKB b. search engines
   c. online maps d. dictionaries
2. .... allows you to read more about the site before clicking on the link. [البحيرة - دمنهور ٢٠٢٤]
   a. Online Libraries b. Meta information
   c. EKB d. Online Museum
3. The purpose of non-commercial websites is to .... [الفيوم - ابشواى ٢٠٢٣]
   a. sell b. buy
   c. provide information d. hide
4. When there are problems such as capitalization errors in the English language, Microsoft Editor .... [الازهر الشريف - الشرقية ٢٠٢٤]
   a. corrects every error
   b. makes a suggestion to correct each error
   c. ignores repeated errors
   d. deletes repeated errors
5. All the following include synchronous communication tools except .... [الدقهلية - ميت غمر ٢٠٢٣]
   a. email b. video chat
   c. instant chat rooms d. television show
6. If you are communicating with a responsible person, avoid .... style. [اسوان - ادفو ٢٠٢٣]
   a. upsetting b. serious c. polite d. helpful
7. One of your rights as a digital citizen is protection from .... [الاقصر - اسنا ٢٠٢٤]
   a. privacy b. piracy c. sharing d. record

قم بتلوين الدائرة باللون المناسب لمستواك. ◯

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🔵 ممتاز 🟢 جيد جدا 🟡 جيد 🔴 غير جيد

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 (غير جيد) قم بمراجعة المحور مرة أخرى.

Sample Test 3

1 Choose the correct answer from a, b, c or d.

1. .... is web browser that comes with Microsoft Windows. [قنا - الموقف ٢٠٢٤]
   a. Online b. Microsoft 365
   c. Microsoft Edge d. None of them
2. Your feelings are more .... to convey through written messages sometimes. [المنيا - العدوة ٢٠٢٤]
   a. visible b. difficult c. clear d. easier
3. General search engines are useful but may lead you to .... [أسيوط - الفتح ٢٠٢٤]
   a. online museums b. area maps c. unsafe pages d. all of them
4. Being socially responsible includes expressing your opinions in a .... way. [المنيا - بنى مزار ٢٠٢٣]
   a. bad b. rude c. positive d. foolish
5. Digital citizen should ensure .... sharing online. [الأزهر الشريف - سوهاج ٢٠٢٤]
   a. unsafe b. nasty c. dangerous d. safe
6. The .... is an example of reliable online libraries. [الأقصر - الطور ٢٠٢٤]
   a. Alexandria digital library b. Blog
   c. Wikipedia d. Tag
7. .... is an example of a commercial website. [القليوبية - بنها ٢٠٢٤]
   a. EKB b. Amazon c. WordPress d. Paint
8. One of the asynchronous communication digital tools is .... [الدقهلية - بنى عبيد ٢٠٢٣]
   a. video chats b. instant chat rooms
   c. recorded videos d. all of them

2 Put (✓) in front of the correct sentence and (✗) in front of the wrong one.

1. You must install updates for programs. [دمياط - الروضة ٢٠٢٤] ( )
2. Icons can be clicked to reach other sections or web pages. [المنوفية - منوف ٢٠٢٣] ( )
3. You can't add video to collection in Microsoft Edge. [الدقهلية - دكرنس ٢٠٢٤] ( )
4. Not all sources posted there are verified or accurate. [الفيوم - اطسا ٢٠٢٤] ( )
5. Commercial websites often include customer reviews. [الازهر الشريف - السويس ٢٠٢٣] ( )
6. We can buy products online from non-commercial websites. [البحيرة - دمنهور ٢٠٢٤] ( )
7. The Egyptian Knowledge Bank allows free access to all Egyptian citizen. [بنى سويف - الفشن ٢٠٢٤] ( )

قم بتلوين الدائرة باللون المناسب لمستواك.

▸ If you got 🔴 you need to revise the theme again.

🔵 ممتاز 🟢 جيد جداً 🟡 جيد 🔴 غير جيد

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 [غير جيد] قم بمراجعة المحور مرة أخرى.

Sample Test 4

1 Choose the correct answer from a, b, c or d.

1. Alexandria Digital Library and Egyptian Knowledge Bank are .... libraries. [القاهرة - الزيتون ٢٠٢٤]
   a. offline b. online c. both a & b d. none of them
2. If you are writing to a person that you never meet him, you should .... yourself first. [الأزهر الشريف - بورسعيد ٢٠٢٤]
   a. produce b. engage c. introduce d. create
3. The Web Page heading should have a .... font size than the rest of the text. [الاسماعيلية - فايد ٢٠٢٣]
   a. larger b. smaller c. normal d. none of them
4. You can use .... to send your work to your teacher or colleagues. [كفر الشيخ - بيلا ٢٠٢٤]
   a. Paint b. email c. Word d. text
5. Microsoft Edge is the browser that comes with .... [الاسكندرية - الجمرك ٢٠٢٤]
   a. Microsoft Windows b. macOS c. Google d. all of them
6. When communicating online, your friend may have misunderstanding, so your message must be .... [الغربية - بسيون ٢٠٢٣]
   a. secret b. clear c. unreliable d. complicated
7. .... websites often include customer reviews. [السويس - شمال السويس ٢٠٢٣]
   a. Commercial b. Non Commercial c. All of them d. None of them
8. You can use digital tools as .... to contribute in social activities. [الفيوم - طامية ٢٠٢٣]
   a. Excel b. EKB c. social media d. ADI

2 Put (✓) in front of the correct sentence and (✗) in front of the wrong one.

1. General search engines are also useful but may lead you to unreliable pages. [القاهرة - مصر الجديدة ٢٠٢٤] ( )
2. Amazon is an example of a commercial website. [السويس - جنوب السويس ٢٠٢٤] ( )
3. It's okay to be more casual in tone when writing to a friend or family member. [بورسعيد - بورفؤاد ٢٠٢٣] ( )
4. When you are on a video call, your emotions will be invisible to everyone. [الأزهر الشريف - الشرقية ٢٠٢٣] ( )
5. Respecting others' privacy is one of the rights of digital citizenship. [كفر الشيخ - كفر الشيخ ٢٠٢٤] ( )
6. Websites are either commercial or non-commercial. [الجيزة - العمرانية ٢٠٢٤] ( )
7. As a digital citizen, don't spread false information. [البحيرة - ايتاى البارود ٢٠٢٤] ( )



Monthly Assessments

التقييمات الشهرية



1 February Test

1 Choose the correct answer from a, b, c or d.

1. The purpose of commercial websites is ....
   a. sell products or services
   b. providing information
   c. employment
   d. none of them
2. It's important to be .... when communicating online.
   a. negative
   b. positive
   c. positive and negative
   d. none of them
3. The .... will highlight words or phrases which may be incorrect and suggest alternatives to help you edit your text.
   a. editor
   b. export
   c. collections
   d. edge
4. You can also .... each collection to other apps such as Excel and Word.
   a. print
   b. copy
   c. delete
   d. export
5. From your rights as a digital citizen ....
   a. protection from piracy
   b. ability to use the internet
   c. privacy
   d. all of them
6. The abbreviations or nicknames are only appropriate between ....
   a. close friends
   b. teachers
   c. doctors
   d. none of them
7. .... allow you to view maps digitally.
   a. Online Maps
   b. Online Museums
   c. Online Libraries
   d. Online Shopping

2 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. EKB is an example of a commercial website. (   )
2. A review that's overly positive or negative shouldn't be trusted. (   )
3. You can get the Editor online extension to use this tool when you do searches or write emails. (   )
4. Companies also use the internet to help others, by addressing environmental concerns or supporting important causes. (   )
5. From the disadvantages of The Egyptian Knowledge Bank (EKB) is free access for all Egyptian citizens. (   )
6. The presentation font size should be difficult to read. (   )
7. We should depend on fake reviews when evaluating products and services. (   )
8. You can use the internet to help others via social media. (   )

المراجعة رقم (3)

اختبار شهر فبراير





Lesson 2

Digital citizenship and social responsibility

Put (√) or (X)

1. Digital privacy is one of your rights ( )
2. Providing and accessing information online is one of your rights ( )
3. You must be careful when sharing information online ( )
4. You don't have to be a responsible citizen when using the internet ( )
5. Companies can use the internet to help others help others but you can't as individual ( )
6. You can contribute on social activities like antipollution and health ( )
7. You don't have to respect others while using the internet ( )
8. You don't have to make sure that your information sources are accurate ( )



9	Being mindful of the websites you use is one of your responsibilities	( )
10	Stop visiting the sites that spread false or harmful information	( )
11	Social Companies use environment concerns to get money	( )
12	Social Companies works randomly without any plans	( )
13	Social Companies provide help to communities all over the world	( )
14	Contacting with others makes you an effective citizen	( )
15	You can be an effective citizen by your speeches without working on your self	( )

Choose the correct answer:

1- As a digital citizen you have responsibilities and ……………….

a-home works b- rights c- works

2- Respecting others' privacy is one of your ……………….

a-rights b- responsibilities c- useless tasks

3- Digital citizenship means the ability of a citizen to use the …………….

a-Internet b- telephone c- calculator

4- You can give help to others through social media using ……………….

a-zakat foundation b- post office c- Internet

5- You can contribute in ………………. Activities that help to solve social issues

a-social b- scientific c- cultural

6- From the social issues that you can contribute in is ……………….

a-Atmosphere b- animals migration c- pollution

7- Express your opinions in a ……………….and ethical way.

a-negative b- unethical c- positive

8- Be sure that your information sources are …………….and easy to learn

a-accurate b- unsafe c- different

9- Stop visiting the sites that spread ……………….information

a-accurate b- safe c- false

10- You can use the internet to help others individually but also ………………. Can do that

a-companies b- iron factories c- clothes factories

11- Many companies include CSR tasks as a part of their business plans to provide to help to ……………….around the world

a-wild life b- local communities c- wild life

12- If you are able to help others to solve social issues using the internet you may become more ……………….

a-distraction b- vagueness c- interactive



Lesson 4

Information websites

Put (√) or (X)

1	Alexandria digital library is an example of unreliable online libraries	( )
2	EKB is an example of reliable online libraries	( )
3	EKB offers some local resources of information	( )
4	The resources of information on EKB are books and articles only	( )
5	EKB allows you to download files to your device	( )
6	EKB has a suitable content for all ages	( )
7	You have to pay fees to use EKB	( )
8	EKB has materials that aren't subjects to copyright	( )
9	Search engines are separated from the web page	( )
10	Search engines provides results based on what you type in the field	( )
11	The EKB and ADL content have specialized search engine	( )
12	Menus help you to find information and avoid scrolling and spending too much time looking for general information	( )
13	Menus include clear titles and information not related to the content	( )
14	Websites don't allow you to reach other sections or webpages	( )

15 Visitors can contact or learn more about the people involved in a website ( )

16 About link may include taglines – short pieces of information to provide an overall theme of the website ( )

17 You can use the Word press software to create a website ( )

18 You can choose a template to work with and you will be able to access free design tools to create your website ( )

19 To make your site friendly and visually appearing consider the photos, videos and font size ( )

20 You can use the Microsoft office software to create a website ( )

Choose the correct answer:

1- ADL is an example of ………………. Sources

a-unreliable b- reliable c- un safe

2- EKB offers a largest collection of online …………………

a-coins b- bank instruments c- educational resources

3- The EKB resources include …………………

a-books b- chairs c- notebooks

4- The EKB resources offers a content ………………. for all the ages

a-un suitable b- suitable c- un safe

5- Using EKB is ………………….. For all the Egyptian citizens

a-by paying fees b- free access c- in exchange for money

6- The EKB sources have materials that are subjects to …………….

a-copy rights b- monitoring c- other people

7- Search engines are found ………….. a webpage

a-directly within b- outside c- separated

8- Search engines provide ……………..based on what you type in the field

a-analyzing b- results c- questions

9- …………….. bank and ADL contains their own search engines

a-Misr b- Egyptian Knowledge c- AlAhly

10- Menus help you to find ……………….

a-information b- loses c- personal tools

11- Menus ……………. You to find information

a-help b- offers c- protect

12- Menus include …………..…. titles and content information

a-random b- clear c- public

13- …………… can be clicked to reach other sections or webpages

a-Icons b- Keyboard c- Power button

14- You can learn more about the people involved in a website using……….

a-about link b- EKB c- ADL

15- ………….. may include taglines – short pieces of information to provide an overall theme of the website

a-pages b- about link c- link

Lesson 5

Commercial and non-commercial internet services

Put (√) or (X)

1	Customers reviews help customers decide if they want to buy a particular product or not	( )
2	Websites are divided into 4 sections like commercial and others	( )
3	Amazon is an example for commercial websites	( )
4	Electronic websites don't allow you to put your review	( )
5	Customer reviews aren't helpful	( )
6	Customer reviews help customer decide if the want to buy a particular product or not	( )
7	The main purpose of commercial websites is to provide information or raise awareness on an issue	( )
8	EKB is an example of non-commercial websites	( )
9	There may be some fake reviews written by the company so you must be wary of it	( )
10	Some companies write their own positive reviews or have family or friends do it	( )
11	The competitor companies cannot write reviews about the products of other companies because law prevent that	( )
12	Negative reviews may prevent people from buying products	( )
13	A review that is overly positive should be trusted	( )



14 Extreme reactions aren't usually good indicators about a product ( )

15 Reviews aren't a way you can get information about a product ( )

16 Advertisements are a way to get information about a product ( )

17 Websites can use information about the sites you visit to put advertisements suitable to your age and gender ( )

18 When you visit a certain website or focus on a specific brand that brand may pop up more whenever he visits other websites ( )

19 Online shopping is not different from direct shopping ( )

20 Following your activity on the internet is an example of privacy violation

Choose the correct answer:

1- Websites are divided into commercial and ………………. websites

a-monitoring b- supervisory c- non-commercial

2- The main purpose of ………………. websites is to sell a service or product

a- non-commercial b- non-profit c- commercial

3- ………………. is an example of commercial websites

a-Google play b- Amazon c- Google meet



4- ………………. Websites usually have a special part to the customer reviews

a-Constructive b- Commercial c- non-commercial

5- ………………. Reviews help customers decide if they want to buy a particular product or not

a-Companies b- Customer c- institutions

6- The main purpose of ………………. Websites is to provide information or raise awareness on an issue .

a-commercial b- cultural c- non commercial

7- ………………. Bank is an example of non-commercial websites

a-Egyptian Knowledge b- Al Ahly c- Misr

8- Some companies may write their own positive reviews or have family or friends do it to make their product seem ……………….

a-tricked b- cheated c- more appealing

9- Sometimes a rival business will post negative reviews under a ………………. name

a-false b- true c- famous

10- Some competitor companies ………………. Potential Customers from making a purchase.

a-encourage b- prevent c- help



11- Some reviews may not be entirely fake , but they may be ……………….

a-misleading b- true c- suitable

12- You ………………. Trust review that is overly positive or negative.

a-have b- shouldn't c- should

13- ………………. And reviews are of the ways to get information

a-online shopping b- viewing c- advertisements

14- websites can use information about sites you visit to place advertisements that are geared towards your ……………….

a- interests b- friends c- family

15- if you are interested on sport , usually the advertisements will appear to you related to ………………. products

a-food b- sportive c- art

Lesson 6

Using ICT for content creation

Put (√) or (X)

1	Microsoft edge is a browser that come separated from Microsoft windows	( )
2	You can browse, search and stream using Microsoft edge	( )
3	The collections feature is available on Microsoft windows but isn't available on Microsoft edge	( )
4	You can use Microsoft edge on multiple devices	( )
5	You can add individual videos, images texts and notes but you cannot add entire web page using Microsoft edge	( )
6	You cannot add individual videos, images texts and notes using collection features	( )
7	You can export each collection to other apps such as Excel and Word	( )
8	Asking your teacher for help in downloading programs isn’t preferable	( )
9	To start a collection, you must select "collections" on the tool bar first	( )
10	To add a content to your collection, select " Add current page" then drag an image into the collection	( )

11	When you start your collection, you can type the title of your collection in the box	( )
12	There are no Microsoft applications to check for spelling errors	( )
13	Microsoft editor ignore spelling errors	( )
14	The editor can highlight problems such as sentence fragment and incorrect punctuation	( )
15	Microsoft editor make suggestions to correct each error	( )
16	Microsoft editor has many tools like punctuations and vocabulary	( )
17	You can use Microsoft Word to check for spelling errors and grammar	( )
18	Select the "Editor" icon in Word's toolbar to review possible grammar and spelling errors	( )
19	You can use Microsoft edge and Microsoft editor on your projects on the future	( )
20	Microsoft Edge and Microsoft Editor are of the Microsoft 365 tools	( )

Choose the correct answer:

1- Microsoft editor is one of the tools of Microsoft ……………….

a-edge   b- 365   c- word



2- Microsoft Edge is the browser that comes with Microsoft ……………….

a- Windows b- Excel c- Word

3- Microsoft ………………. Help you to browse, search and watch videos

a-edge b- PowerPoint c- Access

4- ………………. Feature in Microsoft Edge organizes research in one place and on multiple devices

a-search b- collections c- colors

5- You can start a new ………………. To each collection

a-month b- project c- day

6- You………………. Add entire web pages inside collection features

a-can b- cannot c- impossible

7- You………………. Add entire web pages inside collection features

a-can b- cannot c- impossible

8- You can ………………. Each collection to other software like Word, Excel

a-import b- receive c- export

9- To start a collection, you should select start new……………….

a-applications b- collection c- tools

10- Type the title of your collection ………………. the box

a-in b- outside c- around



11- You can add ………………. to you collection by selecting "Add current page"

a-tool **b- program** **c- content**

12- You can add content to the collection by dragging the content ………………. The collection

a-end **b- outside** **c- inside**

13- Use ………………. To check for spelling and grammar

a- Microsoft Editor **b- Microsoft Access** **c- Microsoft Power Point**

14- Microsoft Editor make suggestion to ………………. each error

a-confirm **b- correct** **c- increase**

15- Choose the ………………. Icon in Word's toolbar to review possible grammar and possible errors

a-Editor **b- drawing tools** **c- adding picture**



Lesson 7

How to choose online sources

Put (√) or (X)

1	Online libraries is a useful source for research	( )
2	Search engines contain encyclopedias , thesauruses and dictionaries on connected sites	( )
3	Creative common search is a resource to find copyright-free information	( )
4	Don't be wary of what you find because all the resources are verified and accurate	( )
5	Online libraries such as EKB and ADL are an example of secured and accurate	( )
6	Online Maps provide clear and accurate directions to the required places	( )
7	You cannot use online maps to browse a street or a region	( )
8	Any one can use online maps without the help of others	( )
9	Online Museums are places to visit and don't contain any information	( )
10	Online Museums include information about each museum	( )
11	Google and Bing are examples of useful search engines	( )
12	You may not get the required results even if you used the suitable keywords	( )

13 Specialized search engines are very useful ( )

14 The website's Meta information include Keywords and information about the site and its content ( )

15 The results of the search are found below each link in the meta information for the site ( )

16 You can learn more about the site and this will help you read more about the site before clicking the link ( )

17 the copyright notice, logo, contact information are found at the bottom of the website ( )

18 You cannot decide if the site is reliable or not ( )

19 The Meta information don't help on analyzing results ( )

20 You have to make sure of the online maps with the help of your social studies teacher ( )

Choose the correct answer:

1- ………………. Is one of the online sources

a-Al Qahera Bank b- Online libraries c- Misr Library

2- You must be wary of what you find that all the sources are …………….

a-accurate b- unreliable c- random

3- A creative common search is a resource to find copyright ……………….information

a- unreliable b- un secured c- free



4- Both ADL and EKB Include ……………information

a-unreliable　　b- un secures　　c- reliable

5- ………………. Include information about each Museum

a-online libraries　　b- online museums　　c- online maps

6- When you use online maps you have to ask help from your ………………. teacher

a-social studies　　b- math　　c- art

7- You can find the digital maps online like ……………….

a- Google Maps　　b- Google Meet　　c- Google Drive

8- You can visit the museums directly or ……………….on the internet

a-direct　　b- digitally　　c- real

9- ………………. Helps you to watch the museums on your device

a- online museums　　b- online maps　　c- Alexandria Library

10- ………………. .And Bing are examples of search engines.

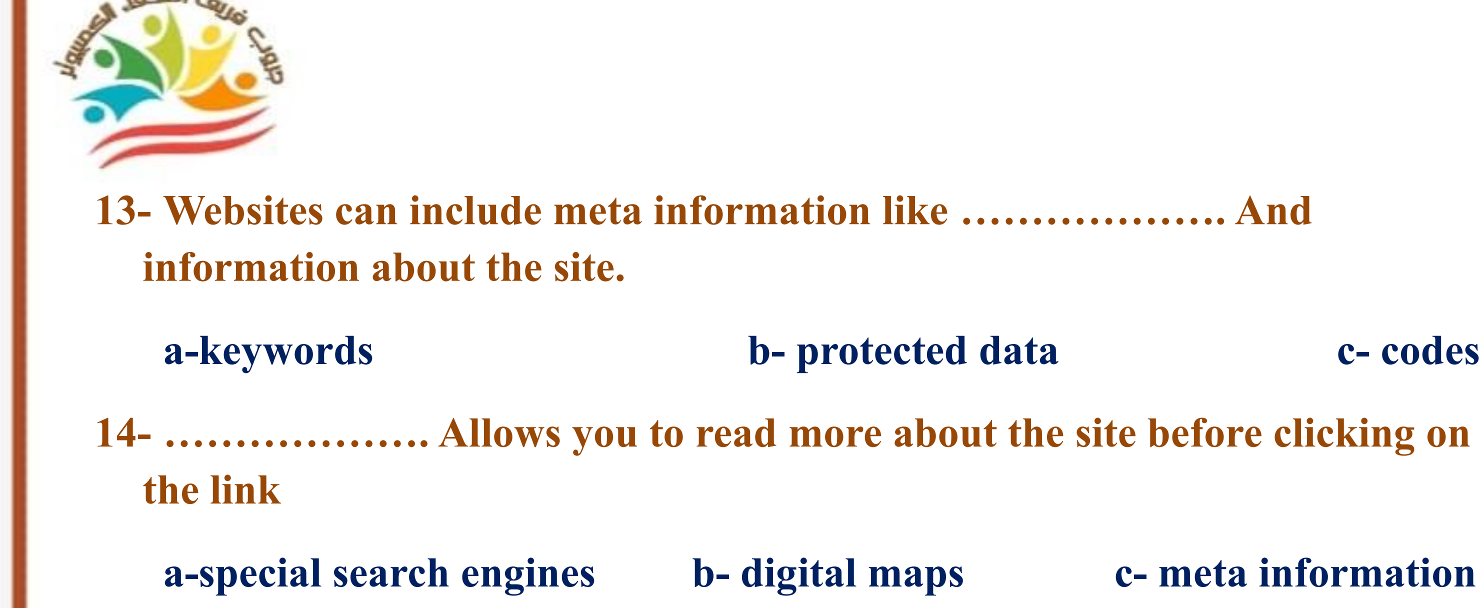
a-Google　　b- Microsoft　　c- WhatsApp

11- To get the required results for your search use the suitable ……….word

a-Random　　b- key　　c- different

12- Search engines are useful but it may lead you to ………………. pages

a-safe　　b- amazing　　c- unreliable



13- Websites can include meta information like ………………. And information about the site.

a-keywords | b- protected data | c- codes

14- ………………. Allows you to read more about the site before clicking on the link

a-special search engines | b- digital maps | c- meta information

15- The are usually additional information about the site at the ………………. Of the website

a-up | b- bottom | c- middle

16- Microsoft editor is one of the tools of Microsoft ……………….

a-edge | b- 365 | c- word

Lesson 8

Choosing between synchronous and asynchronous communication

Put (√) or (X)

1. Synchronous communication is a real-time communication between people ( )
2. On synchronous communication everyone interact and take information on different times using digital tools ( )
3. You cannot use video chats and live TV shows during synchronous communication ( )
4. Communication does not occur at the same time on asynchronous communication as it does not require an instant response ( )
5. From synchronous communication tools video chats and TV shows ( )
6. From asynchronous communication tools instant chat rooms and recorded videos ( )
7. Asynchronous communication is useful when you need an instant response ( )
8. Asynchronous communication is useful when you are writing about serious or complicated matters ( )

9 You must be polite when using both synchronous and asynchronous communication ( )

10 You must be patient and give others time before sending another message ( )

11 Helping others is not from the effective communication tips ( )

12 You must keep the information you got online and do not share it with others ( )

13 Messages are usually clear and there is not any misunderstanding may occur ( )

14 Read your message back to your self before sending it to check for potential misinterpretations ( )

15 To be a good digital citizen avoid using language that could be upsetting to recipient ( )

Choose the correct answer:

1- ………………. communication is a real-time communication between people

a- Synchronous b- Asynchronous c- Phone

2- Everyone interact and take in information ………………. Using digital tools

a-at the same time b- different time c- special times

3- Videochats and………………. TV shows are from the asynchronous communication tools



a-recorded b- live c- recorded

4- Asynchronous communication does not require ……………….

a-internet b- recorded video c- instant response

5- ………………. Is one of the asynchronous communication tools

a-Email b- instant chat rooms c- Live TV shows

6- ………………. Communication is preferable when you need an instant response.

a-Phone b- Asynchronous c- Synchronous

7- Asynchronous Communication is preferable when you write about …………… matters

a-simple b- easy c- complicated

8- Even if you are upset, ………………. Using language that could be upsetting to the recipient.

a-must b- avoid c- try

9- To be an effective digital citizen you must be ……………….

a-unamusing b- enjoyable c- patient

10- You must give your friend……………. Before sending another message

a-time b- money c- communication tools



11- To be a good digital citizen you must ………………. What you have learned and share what you know to help others

a-share b- prevent c- copy

12- To be a………………. citizen being helpful.

a-bad b- good c- unresponsible

13- It is ……………. For misunderstandings to occur when communication

a- good b- difficult c- easy

14- You must ……………. Your message back to your self before sending it

a-delete b- revise c- read

15- Your message must be………………. To avoid misunderstanding it

a-clear b- difficult c- random



Answers

Lesson 2

Digital citizenship and social responsibility

Put (√) or (X)

1. Digital privacy is one of your rights (√)
2. Providing and accessing information online is one of your rights (√)
3. You must be careful when sharing information online (√)
4. You don't have to be a responsible citizen when using the internet (X)
5. Companies can use the internet to help others help others but you can't as individual (X)
6. You can contribute on social activities like antipollution and health (√)

7 You don't have to respect others while using the internet (√)

8 You don't have to make sure that your information sources are accurate (X)

9 Being mindful of the websites you use is one of your responsibilities (√)

10 Stop visiting the sites that spread false or harmful information (√)

11 Social Companies use environment concerns to get money (X)

12 Social Companies works randomly without any plans (X)

13 Social Companies provide help to communities all over the world (√)

14 Contacting with others makes you an effective citizen (√)

15 You can be an effective citizen by your speeches without working on your self (X)

Choose the correct answer:

1- As a digital citizen you have responsibilities and ……………….

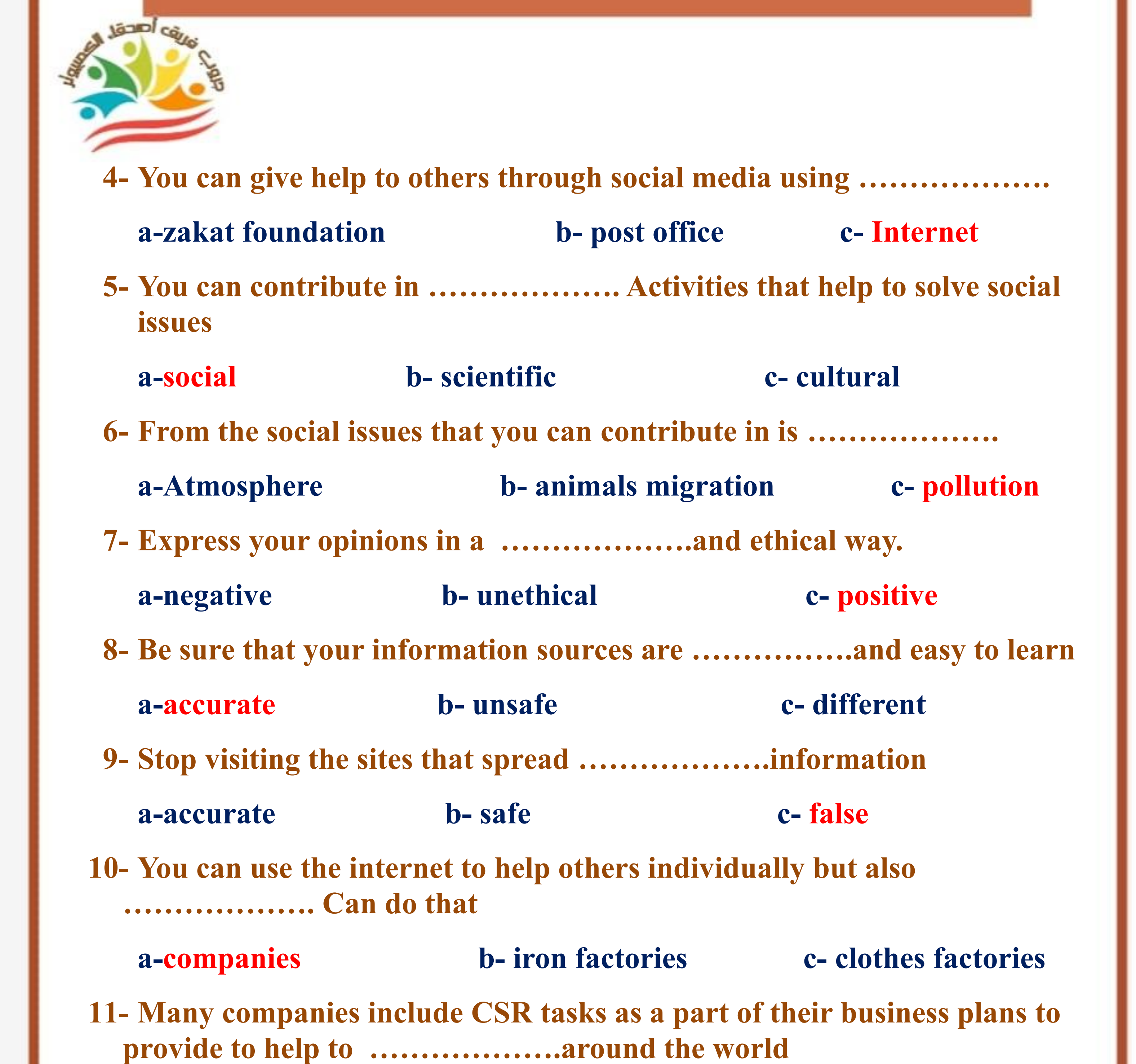
a-home works b- rights c- works

2- Respecting others' privacy is one of your ……………….

a-rights b- responsibilities c- useless tasks

3- Digital citizenship means the ability of a citizen to use the …………….

a-Internet b- telephone c- calculator



4- You can give help to others through social media using ……………….

a-zakat foundation b- post office c- Internet

5- You can contribute in ………………. Activities that help to solve social issues

a-social b- scientific c- cultural

6- From the social issues that you can contribute in is ……………….

a-Atmosphere b- animals migration c- pollution

7- Express your opinions in a ……………….and ethical way.

a-negative b- unethical c- positive

8- Be sure that your information sources are …………….and easy to learn

a-accurate b- unsafe c- different

9- Stop visiting the sites that spread ……………….information

a-accurate b- safe c- false

10- You can use the internet to help others individually but also ………………. Can do that

a-companies b- iron factories c- clothes factories

11- Many companies include CSR tasks as a part of their business plans to provide to help to ……………….around the world

a-wild life b- local communities c- wild life

12- If you are able to help others to solve social issues using the internet you may become more ……………….

a-distraction b- vagueness c- interactive



13 Set a positive tone with words such as "please" (√)

14 "I cannot – I won't" are examples of negative phrases (√)

15 When you are adding abbreviation to your dialogue it will be converted from simple to complicated (X)

16 Be conversational by adding simple sentence structure (√)

17 Use full sentences proper grammar and correct spelling (√)

18 Emojis are useless in communication (X)

19 You can only use emojis if the person you are communicating with uses them first (√)

20 You can use encouraging phrases at the begin of the phrase only (X)

21 Always assume the best not the worse till you make sure of the communication (√)

22 Team works can use emojis when communicating with each other's or with their manager (√)

Choose the correct answer:

1- Communicating with others online is different from communicating ….

a-face to face   b- via chat rooms   c- via E-mail

2- When you are communicating with your teacher or a person of authority you must be ……………….

a-unethical   b- respectful   c- impolite



Lesson 4

Information websites

Put (√) or (X)

1	Alexandria digital library is an example of unreliable online libraries	(X)
2	EKB is an example of reliable online libraries	(√)
3	EKB offers some local resources of information	(X)
4	The resources of information on EKB are books and articles only	(X)
5	EKB allows you to download files to your device	(√)
6	EKB has a suitable content for all ages	(√)
7	You have to pay fees to use EKB	(X)
8	EKB has materials that aren’t subjects to copyright	(X)
9	Search engines are separated from the web page	(X)
10	Search engines provides results based on what you type in the field	(√)
11	The EKB and ADL content have specialized search engine	(√)
12	Menus help you to find information and avoid scrolling and spending too much time looking for general information	(√)
13	Menus include clear titles and information not related to the content	(X)
14	Websites don't allow you to reach other sections or webpages	(X)

15 Visitors can contact or learn more about the people involved in a website (√)

16 About link may include taglines – short pieces of information to provide an overall theme of the website (√)

17 You can use the Word press software to create a website (√)

18 You can choose a template to work with and you will be able to access free design tools to create your website (X)

19 To make your site friendly and visually appearing consider the photos, videos and font size (√)

20 You can use the Microsoft office software to create a website (√)

Choose the correct answer:

1- ADL is an example of ………………. Sources

a-unreliable b- reliable c- un safe

2- EKB offers a largest collection of online …………………

a-coins b- bank instruments c- educational resources

3- The EKB resources include …………….….

a-books b- chairs c- notebooks

4- The EKB resources offers a content ……………… for all the ages

a-un suitable b- suitable c- un safe

5- Using EKB is …………………. For all the Egyptian citizens

a-by paying fees b- free access c- in exchange for money

6- The EKB sources have materials that are subjects to …………….

a-copy rights b- monitoring c- other people

7- Search engines are found ………….. a webpage

a-directly within b- outside c- separated

8- Search engines provide ……………..based on what you type in the field

a-analyzing b- results c- questions

9- …………….. bank and ADL contains their own search engines

a-Misr b- Egyptian Knowledge c- AlAhly

10- Menus help you to find ……………….

a-information b- loses c- personal tools

11- Menus ……………. You to find information

a-help b- offers c- protect

12- Menus include ………..…. titles and content information

a-random b- clear c- public

13- …………… can be clicked to reach other sections or webpages

a-Icons b- Keyboard c- Power button

14- You can learn more about the people involved in a website using……….

a-about link b- EKB c- ADL

15- ………….. may include taglines – short pieces of information to provide an overall theme of the website

a-pages b- about link c- link

Lesson 5

Commercial and non-commercial internet services

Put (√) or (X)

1	Customers reviews help customers decide if they want to buy a particular product or not	(√)
2	Websites are divided into 4 sections like commercial and others	(X)
3	Amazon is an example for commercial websites	(√)
4	Electronic websites don't allow you to put your review	(X)
5	Customer reviews aren't helpful	(X)
6	Customer reviews help customer decide if the want to buy a particular product or not	(√)
7	The main purpose of commercial websites is to provide information or raise awareness on an issue	(X)
8	EKB is an example of non-commercial websites	(√)
9	There may be some fake reviews written by the company so you must be wary of it	(√)
10	Some companies write their own positive reviews or have family or friends do it	(√)
11	The competitor companies cannot write reviews about the products of other companies because law prevent that	(X)
12	Negative reviews may prevent people from buying products	(√)
13	A review that is overly positive should be trusted	(X)

14 Extreme reactions aren't usually good indicators about a product (√)

15 Reviews aren't a way you can get information about a product (X)

16 Advertisements are a way to get information about a product (√)

17 Websites can use information about the sites you visit to put advertisements suitable to your age and gender (√)

18 When you visit a certain website or focus on a specific brand that brand may pop up more whenever he visits other websites (√)

19 Online shopping is not different from direct shopping (X)

20 Following your activity on the internet is an example of privacy violation

Choose the correct answer:

1- Websites are divided into commercial and ………………. websites

a-monitoring b- supervisory c- non-commercial

2- The main purpose of ………………. websites is to sell a service or product

a- non-commercial b- non-profit c- commercial

3- ………………. is an example of commercial websites

a-Google play b- Amazon c- Google meet

4- ………………. Websites usually have a special part to the customer reviews

a-Constructive b- Commercial c- non-commercial

5- ………………. Reviews help customers decide if they want to buy a particular product or not

a-Companies b- Customer c- institutions

6- The main purpose of ………………. Websites is to provide information or raise awareness on an issue .

a-commercial b- cultural c- non commercial

7- ………………. Bank is an example of non-commercial websites

a-Egyptian Knowledge b- Al Ahly c- Misr

8- Some companies may write their own positive reviews or have family or friends do it to make their product seem ……………….

a-tricked b- cheated c- more appealing

9- Sometimes a rival business will post negative reviews under a ………………. name

a-false b- true c- famous

10- Some competitor companies ………………. Potential Customers from making a purchase.

a-encourage b- prevent c- help

11- Some reviews may not be entirely fake , but they may be ……………….

a-misleading b- true c- suitable

12- You ………………. Trust review that is overly positive or negative.

a-have b- shouldn't c- should

13- ………………. And reviews are of the ways to get information

a-online shopping b- viewing c- advertisements

14- websites can use information about sites you visit to place advertisements that are geared towards your ………………..

a- interests   b- friends   c- family

15- if you are interested on sport , usually the advertisements will appear to you related to ……………….. products

a-food   b- sportive   c- art

Lesson 6

Using ICT for content creation

Put (√) or (X)

1	Microsoft edge is a browser that come separated from Microsoft windows	(X)
2	You can browse, search and stream using Microsoft edge	(√)
3	The collections feature is available on Microsoft windows but isn't available on Microsoft edge	(X)
4	You can use Microsoft edge on multiple devices	(√)
5	You can add individual videos, images texts and notes but you cannot add entire web page using Microsoft edge	(X)
6	You cannot add individual videos, images texts and notes using collection features	(X)
7	You can export each collection to other apps such as Excel and Word	(√)

8	Asking your teacher for help in downloading programs isn't preferable	(X)
9	To start a collection, you must select "collections" on the tool bar first	(√)
10	To add a content to your collection, select " Add current page" then drag an image into the collection	(√)
11	When you start your collection, you can type the title of your collection in the box	(√)
12	There are no Microsoft applications to check for spelling errors	(X)
13	Microsoft editor ignore spelling errors	(X)
14	The editor can highlight problems such as sentence fragment and incorrect punctuation	(√)
15	Microsoft editor make suggestions to correct each error	(X)
16	Microsoft editor has many tools like punctuations and vocabulary	(√)
17	You can use Microsoft Word to check for spelling errors and grammar	(√)
18	Select the "Editor" icon in Word's toolbar to review possible grammar and spelling errors	(√)
19	You can use Microsoft edge and Microsoft editor on your projects on the future	(√)
20	Microsoft Edge and Microsoft Editor are of the Microsoft 365 tools	(√)

Choose the correct answer:

1- Microsoft editor is one of the tools of Microsoft ……………….

a-edge b- 365 c- word

2- Microsoft Edge is the browser that comes with Microsoft ……………….

a- Windows b- Excel c- Word

3- Microsoft ………………. Help you to browse, search and watch videos

a-edge b- PowerPoint c- Access

4- ………………. Feature in Microsoft Edge organizes research in one place and on multiple devices

a-search b- collections c- colors

5- You can start a new ………………. To each collection

a-month b- project c- day

6- You………………. Add entire web pages inside collection features

a-can b- cannot c- impossible

7- You………………. Add entire web pages inside collection features

a-can b- cannot c- impossible

8- You can ………………. Each collection to other software like Word, Excel

a-import b- receive c- export

9- To start a collection, you should select start new……………….

a-applications b- collection c- tools

10- Type the title of your collection ………………. the box

a-in b- outside c- around

11- You can add ………………. to you collection by selecting "Add current page"

a-tool b- program c- content

12- You can add content to the collection by dragging the content ………………. The collection

a-end b- outside c- inside

13- Use ………………. To check for spelling and grammar

a- Microsoft Editor b- Microsoft Access c- Microsoft Power Point

14- Microsoft Editor make suggestion to ………………. each error

a-confirm b- correct c- increase

15- Choose the ………………. Icon in Word’s toolbar to review possible grammar and possible errors

a-Editor b- drawing tools c- adding picture



Lesson 7

How to choose online sources

Put (√) or (X)

No.	Statement	Answer
1	Online libraries is a useful source for research	(√)
2	Search engines contain encyclopedias , thesauruses and dictionaries on connected sites	(X)
3	Creative common search is a resource to find copyright-free information	(X)
4	Don't be wary of what you find because all the resources are verified and accurate	(X)
5	Online libraries such as EKB and ADL are an example of secured and accurate	(√)
6	Online Maps provide clear and accurate directions to the required places	(√)
7	You cannot use online maps to browse a street or a region	(X)
8	Any one can use online maps without the help of others	(X)
9	Online Museums are places to visit and don't contain any information	(X)
10	Online Museums include information about each museum	(√)
11	Google and Bing are examples of useful search engines	(√)
12	You may not get the required results even if you used the suitable keywords	(X)

13	Specialized search engines are very useful	(X)
14	The website's Meta information include Keywords and information about the site and its content	(√)
15	The results of the search are found below each link in the meta information for the site	(√)
16	You can learn more about the site and this will help you read more about the site before clicking the link	(√)
17	the copyright notice, logo, contact information are found at the bottom of the website	(√)
18	You cannot decide if the site is reliable or not	(X)
19	The Meta information don't help on analyzing results	(X)
20	You have to make sure of the online maps with the help of your social studies teacher	(√)

Choose the correct answer:

1- ………………. Is one of the online sources

a-Al Qahera Bank   b- Online libraries   c- Misr Library

2- You must be wary of what you find that all the sources are …………….

a-accurate   b- unreliable   c- random

3- A creative common search is a resource to find copyright ……………….information

a- unreliable   b- un secured   c- free

4- Both ADL and EKB Include ……………information

a-unreliable b- un secures c- reliable

5- ………………. Include information about each Museum

a-online libraries b- online museums c- online maps

6- When you use online maps you have to ask help from your ………………. teacher

a-social studies b- math c- art

7- You can find the digital maps online like ……………….

a- Google Maps b- Google Meet c- Google Drive

8- You can visit the museums directly or ……………on the internet

a-direct b- digitally c- real

9- ………………. Helps you to watch the museums on your device

a- online museums b- online maps c- Alexandria Library

10- ………………. .And Bing are examples of search engines.

a-Google b- Microsoft c- WhatsApp

11- To get the required results for your search use the suitable ……….word

a-Random b- key c- different

12- Search engines are useful but it may lead you to ………………. pages

a-safe b- amazing c- unreliable

13- Websites can include meta information like ………………. And information about the site.

a-keywords b- protected data c- codes

14- ………………. Allows you to read more about the site before clicking on the link

a-special search engines　　b- digital maps　　c- meta information

15- The are usually additional information about the site at the ………………. Of the website

a-up　　b- bottom　　c- middle

Lesson 8

Choosing between synchronous and asynchronous communication

Put (√) or (X)

1. Synchronous communication is a real-time communication between people (√)
2. On synchronous communication everyone interact and take information on different times using digital tools (X)
3. You cannot use video chats and live TV shows during synchronous communication (X)
4. Communication does not occur at the same time on asynchronous communication as it does not require an instant response (√)
5. From synchronous communication tools video chats and TV shows (√)

6	From asynchronous communication tools instant chat rooms and recorded videos	(X)
7	Asynchronous communication is useful when you need an instant response	(X)
8	Asynchronous communication is useful when you are writing about serious or complicated matters	(√)
9	You must be polite when using both synchronous and asynchronous communication	(√)
10	You must be patient and give others time before sending another message	(√)
11	Helping others is not from the effective communication tips	(√)
12	You must keep the information you got online and do not share it with others	(X)
13	Messages are usually clear and there is not any misunderstanding may occur	(X)
14	Read your message back to your self before sending it to check for potential misinterpretations	(√)
15	To be a good digital citizen avoid using language that could be upsetting to recipient	(√)

Choose the correct answer:

1- ………………. communication is a real-time communication between people

a- Synchronous b- Asynchronous c- Phone

2- Everyone interact and take in information ………………. Using digital tools

a-at the same time b- different time c- special times

3- Videochats and………………. TV shows are from the asynchronous communication tools

a-recorded b- live c- recorded

4- Asynchronous communication does not require ……………….

a-internet b- recorded video c- instant response

5- ………………. Is one of the asynchronous communication tools

a-Email b- instant chat rooms c- Live TV shows

6- ………………. Communication is preferable when you need an instant response.

a-Phone b- Asynchronous c- Synchronous

7- Asynchronous Communication is preferable when you write about …………… matters

a-simple b- easy c- complicated

8- Even if you are upset, ………………. Using language that could be upsetting to the recipient.

a-must b- avoid c- try

9- To be an effective digital citizen you must be ……………….

a-unamusing b- enjoyable c- patient

10- You must give your friend……………. Before sending another message

a-time b- money c- communication tools



11- To be a good digital citizen you must ………………. What you have learned and share what you know to help others

a-share b- prevent c- copy

12- To be a………………. citizen being helpful.

a-bad b- good c- unresponsible

13- It is ……………. For misunderstandings to occur when communication

a- good b- difficult c- easy

14- You must ……………. Your message back to your self before sending it

a-delete b- revise c- read

15- Your message must be………………. To avoid misunderstanding it

a-clear b- difficult c- random

المراجعة رقم (4)

اختبار شهر فبراير





أسئلة الدرس الثاني : المواطنة الرقمية والمسئولية الاجتماعية

Lesson 2 Questions: Digital citizenship and social responsibility

First: Put a sign (✓) or a sign (x):

1- There are no rights or responsibilities that you have as a digital citizen. ( )

2- You can use social media to spread information about how to safely get rid of the problem of PPE in the environment. ( )

3- Achieving digital citizenship entails a set of rights and responsibilities. ( )

4- As a digital citizen, you can engage with others online. ( )

5- You should not respect the privacy of others. ( )

6- You must ensure safe sharing online, and it is your responsibility. ( )

7- It is not preferable to use the Internet to help others through social media. ( )

8- You can use the Internet to fight pollution and the factors affecting climate change. ( )

9- There are no social responsibilities towards local Corporate. ( )

10- Many companies include CSR tasks as part of their business plans, ( )

11- Do not stop visiting websites that publish false or harmful information. ( )

12- If the content of the site or the advertising content it contains is fake or harmful, stop visiting this site.( )

13- One of your responsibilities as a digital citizen is to respect the privacy of others. ( )

14- You should visit sites that publish fake information. ( )

15- Your opinions should be positive when communicating with people online. ( )

16- When communicating online, you must express your opinions in a positive way. ( )

17- Respecting the privacy of others is one of the most important rights you enjoy as a digital citizen. ( )

18- One of the individual's rights as a digital citizen is lack of privacy. ( )

19- You can express your opinion online, considering your rights and responsibilities. ( )

20- You cannot express your opinions freely online. ( )

21- It is your social responsibility when using the Internet to help others. ( )

22- Websites that publish false or harmful information must be monitored. ( )

23- You must make sure not to spread false information. ( )

Second: Choose the correct answer from the following:

1- You can use the means of ………… to disseminate information for the safe disposal of PPE in the environment.

a- Social media b- E-mail c- Transportation

2- Among the rights you enjoy as a digital citizen.

a- Protection from piracy b- Sharing information c- respect others' privacy.

3- Ensuring safe sharing via the Internet within …………… as a digital citizen.

a- Rights b- Responsibilities c- Both

4- You must express your opinions and ……….. the opinions of others.

a- despised b- respected c- rejected.

5- If a website publishes false or harmful information, it must ……………

a- continues to visit him b- stops visiting him c- None of the above

6- The companies use the internet to help others, by :

a- addressing environmental concerns

b- or supporting important cause c- Both

7- Stop visiting websites that publish information.

a- False or harmful b- Useful c- Reliable

8- it Is Companies use the internet to help others.

a - Social responsibility of individuals

b - Corporate social responsibility or CSR c – both

9- ………………………… It is the use of technology in a safe and sound way

a- Digital Citizenship b- Digital Footprint c- Piracy

10- Among the rights that you must enjoy as a digital citizen ……………..

a- Privacy b- Respecting the privacy of others c- Both

11- Companies, in turn, use ………………….. by addressing environmental issues or providing support for important issues.

a- The Internet b- Piracy c- Electronic games

12- The individual's responsibilities as a digital citizen are ……………………

a- Respecting the privacy of others b- Privacy c- Protection from piracy

13- Digital citizenship provides you with rights such as ....

a- Privacy b- Protection from piracy c- All of the above

14- As a digital citizen, respect the privacy of others..................

a- Your rights b- Your responsibilities c- Both

15- One of your most important duties as a digital citizen is .... in dealing with others online.

a- Showing positive behavior b- Protection from piracy c- Both

16- You can use the internet via .... to help others and contribute in social activities

a- YouTube b- social media. c-The EKB

Lesson4 Questions : Information websites أسئلة الدرس الرابع: مواقع التواصل

First: Put a sign (✓) or a sign (x): Information websites

1- Examples of reliable online libraries ADL and EKB . ( )
2- The EKB does not offers the world's largest collection of online educational resources. ( )
3- The educational resources offers through the EKB include articles, dictionaries, and encyclopedias. ( )
4- The educational resources offers through the EKB do not include audio files and interactive files. ( )
5- EKB offers the files can be downloaded to your device. ( )
6- EKb offers free access for all Egyptian citizens. ( )
7- Menus provide results based on what you type in the field. ( )
8- The EKB does not content have specialized search engines. ( )
9. Menus help you find information. ( )
10- Icons can be clicked to reach other sections or webpages. ( )
11- When creating a site, you can choose a blank template or choose one of the wordpress templates. ( )
12- The websites of the Library of Alexandria and the Egyptian Knowledge Bank contain safe and reliable information. ( )
13- The Egyptian Knowledge Bank website is considered one of the trusted websites. ( )
14- Menus cause wasting time when searching for information within the site. ( )
15- Digital tools cannot be used to display information in an attractive way. ( )
16- The Egyptian Knowledge Bank displays content suitable for all ages. ( )
17- Online digital libraries are not useful for searching for different media such as images. ( )
18- Knowledge Bank sources are not accurate sources. ( )

Second: Choose the correct answer from the following:

1- Examples of reliable online libraries ....
a- Egyptian Knowledge Bank b- Wikipedia c- Facebook

2- online educational resources, including ....
a-books, b- video, c- All of the above

3- The Egyptian Knowledge Bank offers content .... for all ages.
a- suitable b- inappropriate c- both.

4- The EKB offers material that subject to ....
a- Copyright b- Infringement of copyright c- Buying and selling

5- This is the first screen a visitor will see when visiting your site.
a- The first page b- home page c- The last page

6- They include clear titles and content information .
a- search engine b- menus c- All of the above

7- one of helpful website features ....
a- search engine inside the website b- menus c- All of the above

8- There are found directly within a web page.
a- search engine inside the website b- menus c- All of the above

9- to avoid scrolling and spending too much time looking for general information..

a- search engine inside the website b- menus c- All of the above

10- short pieces of information to provide an overall theme of the website.

a- About the site b- home page c- URL

11- Programs such as .... are used to create websites.

a- Excel b- WordPress c- Zoom

12- You want your site to be user friendly and visually appealing be sure to consider

a- photos and video b- Font size and type c- All of the above

13- Electronic libraries contain .... and encyclopedias

a- Dictionaries and dictionaries b- books c- All of the above

14- Digital library websites such as (the Library of Alexandria and the Egyptian Knowledge Bank include information........

a- Safe and reliable b- Unsafe c- Unreliable

15- You can click on .... to access other web pages on the website.

a- Forms b- Icons c- Search engines

16- The .... website is considered one of the reliable online library websites.

a- Alexandria Digital Library B- Egyptian Knowledge Bank C- All of the above

17- Searching websites is a great source of information that is not protected by copyright, and therefore it is...

a- All sources published on it have been verified.

b- They may not be accurate. c- All sites are safe

18- Among the useful features of websites:

a- It has search engines b- It includes clear titles c- All of the above

19- It helps you find information and avoid scrolling and wasting time searching for general information

a- Search engine b- Menus c- Icons

20- You can click on .... to access other web pages and sections.

a- Search engine b- Menus c- Icons

أسئلة الدرس الخامس: مواقع التواصل

Lesson 5 Questions : Commercial and non-commercial internet services

First: Put a sign (✓) or a sign (x):

1. The purpose of commercial websites is to sell products or provide services. ( )
2. Commercial websites do not include customer reviews. ( )
3. Amazon is an example of a non-commercial site. ( )
4. The Egyptian Knowledge Bank is an example of non-commercial sites. ( )
5. Be ware of fake reviews, as the company usually writes them themselves. ( )
6. The purpose of publishing fake reviews is to promote the company's products. ( )
7. a rival business will not post negative reviews under a false name on their competitors' sites. ( )
8. A review that's overly positive or negative shouldn't be trusted. ( )
9. Extreme reactions to products aren't usually good indicators about a product or service's true value. ( )
10. Websites are either commercial and non-commercial sites. ( )
11. Fake and misleading **reviews** do not affect the company's products. ( )
12. Commercial websites aim to provide information or awareness about a specific issue. ( )
13. Non-commercial sites are intended to sell products or provide services. ( )
14. **Reviews** on commercial websites may be misleading. ( )

Second: Choose the correct answer from the following:

1- Websites are divided into ………………

a- Commercial sites b- Non-commercial sites. c- All of the above

2- Providing information or raising awareness about an issue.

a- Commercial sites b- Non-commercial sites. c- All of the above

3- Its purpose is to sell products or provide services.

a- Commercial sites b- Non-commercial sites. c- All of the above

4- The …………… website is an example of a commercial website.

a- Amazon b- EKB c- ADL

5- There are one way you can get information about a product.

a- Reviews b- Ads c- All of the above

6- it is help customers decide if they want to buy a particular product or not.

a- Reviews b- Ads c- All of the above

7- Place advertisements, that are geared towards your ....

a- interests, b- geographical location, c- All of the above

8- In front of you is a comment with the name of the username: jbd_123 and his evaluation (★★★★★) and his comment: (If I could, I would value it in zero! It is very bad!) This is considered.

a- good reviews b- fake reviews c- neutral comment

9- The Ministry of Education website is an example of websites

a - Commercial b - Non-Commercial c - Unreliable

10- The purpose of the non-commercial website is...

a - Providing information about a product

b - Providing services c - Selling products

11- The purpose of commercial sites ....

a- Providing information b- Selling products c- Raising awareness about an issue

12- Websites ....are intended to provide information, such as the Egyptian Knowledge Bank.

a- Non-commercial b- Commercial c- Both

أسئلة الدرس ٦ : استخدام تكنولوجيا المعلومات والاتصالات لإنشاء محتوى

Lesson 6 Questions : Using ICT for content creation

First: Put a sign (✓) or a sign (x):

1- Microsoft Edge is browser can help you browse, search, stream and more. ( )

2- The Collections feature in Microsoft Edge organizes research in one place and on multiple devices. ( )

3- You cannot start a collection for each new project or assignment in Edge. ( )

4- Using the Edge program, You can export each collection to other apps such as Excel and Word. ( )

5- you can add individual videos, images (including charts and graphs), in the Edge program. ( )

6. The editor will highlight problems such as capitalization errors. ( )

7- The Edge browser will highlight problems such as sentence fragments and missing or incorrect words and punctuation. ( )

8- You can get the Editor online extension to also use this tool when you do searches or write emails. ( )

9- Grammatical and spelling errors cannot be reviewed in the word processor program (Word). ( )

10- Microsoft Editor is used to check grammar and spelling. ( )

11- Microsoft Edge is the website browser that accompanies Microsoft. ( )

Second: Choose the correct answer from the following:

1- It is the web browser that comes with Microsoft Windows.

a- Microsoft Edge b- Google Chrome c- Firefox

2- The ....feature in Microsoft Edge organizes research in one place and on multiple devices..

a- Settings b- Collections c- Copying

3- Within each .... you can add entire web pages

a- Tab b- collection c- List

4- In the Edge program, you can add content by selecting ....

a- Add current page b- home page c- Copy the page

5- Use .... to check for spelling and grammar..

a- Edge Browser b- Microsoft Editor c- Video Processor

6- Select the Editor icon in ....

a- Word's toolbar b- Browser, c- All of the above

7- .... will highlight words or phrases which may be incorrect and also suggest alternatives, to help you edit your text.

a- editor b- browser c- search engine

8- The Microsoft Edge feature organizes searches in one place and on different devices.

a- Research b- Quoting c- Collections

9- Microsoft Edge is ....

a- Browser b- Editor c- Electronic spreadsheets

10- Microsoft .... It is a web browser that accompanies Microsoft Windows

a- Edge b- PowerPoint c- Word

11- In Microsoft Edge, each group can be exported to other applications such as:

a- Wordpress b- Debris Tracker c- Excel

12- To open a web page, we use ....

a- PowerPoint b- Paint. c- Browser.

أسئلة الدرس ٧ : كيفية اختيار المصادر المتاحة عبر الإنترنت

Lesson 7 Questions: How to choose online sources

First: Put a sign (✓) or a sign (x):

1- ONLINE LIBRARIES sometimes include dictionaries, thesauruses, and encyclopedias.( )

2- Alexandria Digital Library (ADL) is an example of Online libraries have secure and verified information. ( )

3- The Egyptian Knowledge Bank is an example of Online libraries have not secure and verified information. ( )

4- A Creative Commons search is a resource to find copyright-free information. ( )

5- When searching on websites, you may find information whose sources have not been verified.( )

6- It is possible to find inaccurate information on websites. ( )

7- You must check the online maps with the help of your teacher. ( )

8- Specialized search engines are useful, but they may lead you to unreliable and insecure pages.( )

9- The a copyright notice appears at the top of the websites. ( )

10- Clicking on these links can help you decide if the site is reliable. ( )

11- Online sources are only reliable sources. ( )

12- Search engines can lead you to unreliable sources. ( )

13- The Egyptian Knowledge Bank displays content suitable for all ages. ( )

14- The Egyptian Knowledge Bank contains sources that are not subject to copyright. ( )

15- Digital maps provide clear and accurate directions to the required places. ( )

16- EKB website is considered the largest digital library that provides a lot of information. ( )

17- The Knowledge Bank provides the ability to download files to your devices. ( )

18- Museum websites contain dictionaries and encyclopedias. ( )

Second: Choose the correct answer from the following:

1- These are helpful for searching different media, such as images or videos..

a- online Libraries b- online Maps c- online Museums

2. Examples of library sites have secure and verified information.

a- Alexandria Digital Library b- EKB c- Both

3. Online digital maps such as .... provide clear and accurate directions to the required places.

a- Google Maps b- Facebook c- Youtube

4. If you need to display a street, or an area map, we use ....

a- digital maps b- word processing c- spreadsheets

5. Specialized search engines are very useful such as ....

a- Google and Bing b- Facebook c- Youtube

6. Websites include meta information, such as ....

a- Keywords. b- Information about the site and its contents.

c- All of the above

7. This allows you to read more about the site before clicking on the link.

a- URL b- Descriptive information c- Website names

8. a website's meta information at the bottom of websites.

a- upper b- bottom c- right

9- The .... website is an example of reliable online library websites.

a- Egyptian Knowledge Bank b- Amazon c- Facebook

10- One of the most famous search engines on the Internet.................

a- Facebook b- Google c- Word

11- To view museums on your digital device, we use ....

a- Electronic museums c- Real museums c- Egyptian Knowledge Bank

12- Specialized search engines represented by ....

a- Gps b- Google c- Google Play

13- The .... website provides sources subject to copyright

a- Egyptian Knowledge Bank b- Computer c- Games

14- It can provide clear and accurate directions to the required places

a- Bing b- Google maps c- Youtube

15- One of the most famous specialized search engines on the Internet.

a- Bing b- Google maps c- Youtube

16- If you need to review a street or a map of an area, we use ....

a- Digital maps b- Browsers c- Egyptian Knowledge Bank

17- You must consider the intellectual property rights of others when using .... files.

a- Images b- Sound cC- Both

أسئلة الدرس ٨ : إرشادات للتواصل المتزامن وغير المتزامن

Lesson 8 Choosing between synchronous and asynchronous communication

First: Put a sign (✓) or a sign (x):

1- Synchronous is communication that does not occur in real time. ( )

2- everyone interacting and taking in information at the same time using digital tools in Synchronous communication. ( )

3- Examples of digital tools for Synchronous communication are video chats and live television programmers. ( )

4- At the time of communication, Even if you're upset about something , do not use language that could be upsetting to the recipient. ( )

5- If you direct your message to a friend, he does not need time to respond. ( )

6- You must give him/her time to respond before sending another message. ( )

7- If they need help with online communication, share what you know. ( )

8- Asynchronous communication is real-time communication between people. ( )

9- synchronous communication is appropriate when an immediate response is required. ( )

10- There is no difference between direct face-to-face communication and communication via text messages. ( )

11- Recorded voice messages are examples of asynchronous communication. ( )

12- Synchronous communication is real-time communication between people to exchange opinions and information using digital tools such as chat rooms. ( )

13- Asynchronous communication occurs between people at the same time. ( )

14- It is preferable to be clear when communicating online. ( )

15- Asynchronous communication is real-time communication between people, such as video chats and live television programs. ( )

16- Synchronous communication is communication that does not occur at the same time and does not require an immediate response. ( )

Second: Choose the correct answer from the following:

1- There are types of communication, including ....

a- synchronous. b- asynchronous c- both

2- It is real-time communication between people.

a- synchronous. b- asynchronous c- both

3- It is communication that does not occur in real time..

a- synchronous. b- asynchronous c- both

4- Examples of digital tools for synchronous communication.

a- Email b- Voice and text messages, c- Video chat

5- Examples of digital tools for asynchronous communication.

a- Text messages, b- recorded videos c- Both

6- It is useful when you are writing about a lighthearted, everyday matter to friends or family and you need an immediate or quick response.

a- synchronous communication. b- asynchronous communication c- both

7- it is useful when you are writing about serious or complicated matters with someone you don't know well .

a- synchronous communication. b- asynchronous communication c- both

8- Whenever you're communicating, you should respect the following

a- Be polite and patient b- Be helpful and clear c- All of the above

9- It's .... for misunderstandings to occur when communicating online..

a- easy c- difficult c- impossible

10- You want to tell a close friend about your day.

a- synchronous communication. b- asynchronous communication c- both

11- You want a family member's opinion about a problem you're having.

a- synchronous communication. b- asynchronous communication c- both

12- You want to ask your teacher for extra help.

a- synchronous communication. b- asynchronous communication c- both

13- You want to ask a classmate a quick question about a school project.

a- synchronous communication. b- asynchronous communication c- both

14- Make sure to read your message to yourself before sending it. Could the recipient misinterpret it? This must be...

a- Patient b- Cooperative c- Clear

15- A video chat can be used to communicate via ....

a- Internet b- Mail c- Bluetooth

16- .... is one of the tools of synchronous communication.

a- Video chats b- Email c- Recorded video clips

17- You must be .... any time you communicate

a- Passionate b- Selfish c- Patient

أسئلة الدرس الثاني : المواطنة الرقمية والمسئولية الاجتماعية

Lesson 2 Questions: Digital citizenship and social responsibility

First: Put a sign (✓) or a sign (x):

1- There are no rights or responsibilities that you have as a digital citizen. (f)

2- You can use social media to spread information about how to safely get rid of the problem of PPE in the environment. (t)

3- Achieving digital citizenship entails a set of rights and responsibilities. (t)

4- As a digital citizen, you can engage with others online. (t)

5- You should not respect the privacy of others. (f)

6- You must ensure safe sharing online, and it is your responsibility. (t)

7- It is not preferable to use the Internet to help others through social media. (f)

8- You can use the Internet to fight pollution and the factors affecting climate change. (t)

9- There are no social responsibilities towards local Corporate. (f)

10- Many companies include CSR tasks as part of their business plans, (t)

11- Do not stop visiting websites that publish false or harmful information. (f)

12- If the content of the site or the advertising content it contains is fake or harmful, stop visiting this site.(t)

13- One of your responsibilities as a digital citizen is to respect the privacy of others. (t)

14- You should visit sites that publish fake information. (f)

15- Your opinions should be positive when communicating with people online. (t)

16- When communicating online, you must express your opinions in a positive way. (t)

17- Respecting the privacy of others is one of the most important rights you enjoy as a digital citizen. (f)

18- One of the individual's rights as a digital citizen is non privacy. (f)

19- You can express your opinion online, considering your rights and responsibilities. (t)

20- You cannot express your opinions freely online. (f)

21- It is your social responsibility when using the Internet to help others. (t)

22- Websites that publish false or harmful information must be monitored. (f)

23- You must make sure not to spread false information. (t)

Second: Choose the correct answer from the following:

1- You can use the means of ……….. to disseminate information for the safe disposal of PPE in the environment.

a- Social media b- E-mail c- Transportation

2- Among the rights you enjoy as a digital citizen.

a- Protection from piracy b- Sharing information c- respect others' privacy.

3- Ensuring safe sharing via the Internet within ………….. as a digital citizen.

a- Rights b- Responsibilities c- Both

4- You must express your opinions and ………. the opinions of others.

a- despised b- respected c- rejected.

5- If a website publishes false or harmful information, it must …………..

a- continues to visit him b- stops visiting him c- None of the above

6- The companies use the internet to help others, by :

a- addressing environmental concerns

b- or supporting important cause c- Both

7- Stop visiting websites that publish information.

a- False or harmful b- Useful c- Reliable

8- it Is Companies use the internet to help others.

a - Social responsibility of individuals

b - Corporate social responsibility or CSR c – both

9- It is the use of technology in a safe and correct way

a- Digital Citizenship b- Digital Footprint c- Piracy

10- Among the rights that you must enjoy as a digital citizen …………….

a- Privacy b- Respecting the privacy of others c- Both.

11- Companies, use ………………… by addressing environmental issues or providing support for important issues.

a- The Internet b- Piracy c- Electronic games

12- The individual's responsibilities as a digital citizen are ……………………

a- Respecting the privacy of others   b- Privacy   c- Protection from piracy

13- Digital citizenship provides you with rights such as ....

a- Privacy   b- Protection from piracy   c- All of the above

14- As a digital citizen, respect the privacy of others.................

a- Your rights   b- Your responsibilities   c- Both

15- One of your most important duties as a digital citizen is .... in dealing with others online.

a- Showing positive behavior   b- Protection from piracy   c- Both

16- You can use the internet via .... to help others and contribute in social activities

a- YouTube   b- social media.   c-The EKB

Lesson4 Questions : Information websites أسئلة الدرس الرابع: مواقع المعلومات

First: Put a sign (✓) or a sign (x): Information websites

1- Examples of reliable online libraries ADL and EKB . (T)

2- The EKB does not offers the world's largest collection of online educational resources. (F)

3- The educational resources offers through the EKB include articles, dictionaries, and encyclopedias. (T)

4- The educational resources offers through the EKB do not include audio files and interactive files. (F)

5- EKB offers the files can be downloaded to your device. (T)

6- EKb offers free access for all Egyptian citizens. (T)

7- Menus provide results based on what you type in the field. (F)

8- The EKB does not content have specialized search engines. (F)

9. Menus help you find information. (T)

10- Icons can be clicked to reach other sections or webpages. (T)

11- When creating a site, you can choose a blank template or choose one of the wordpress templates. (T)

12- The websites of the Library of Alexandria and the Egyptian Knowledge Bank contain safe and reliable information. (T)

13- The Egyptian Knowledge Bank website is considered one of the trusted websites. (T)

14- Menus cause wasting time when searching for information within the site. (F)

15- Digital tools cannot be used to display information in an attractive way. (F)

16- The Egyptian Knowledge Bank displays content suitable for all ages. (T)

17- Online digital libraries are not useful for searching for different media such as images. (F)

18- EKB sources are not accurate sources. (f)

Second: Choose the correct answer from the following:

1- Examples of reliable online libraries ....

a- Egyptian Knowledge Bank b- Wikipedia c- Facebook

2- online educational resources, including ....

a-books, b- video, c- All of the above

3- The Egyptian Knowledge Bank offers content .... for all ages.

a- suitable b- inappropriate c- both.

4- The EKB offers material that subject to ....

a- Copyright b- Infringement of copyright c- Buying and selling

5- This is the first screen a visitor will see when visiting your site.

a- The first page b- home page c- The last page

6- They include clear titles and content information .

a- search engine <u>b- menus</u> c- All of the above

7- one of helpful website features ....

a- search engine inside the website b- menus <u>c- All of the above</u>

8- There are found directly within a web page.

<u>a- search engine inside the website</u> b- menus c- All of the above

9- to avoid scrolling and spending too much time looking for general information..

a- search engine inside the website <u>b- menus</u> c- All of the above

10- short pieces of information to provide an overall theme of the website.

a<u>- About the site</u> b- home page c- URL

11- Programs such as .... are used to create websites.

a- Excel <u>b- WordPress</u> c- Zoom

12- You want your site to be user friendly and visually appealing be sure to consider

a- photos and video b- Font size and type <u>c- All of the above</u>

13- Electronic libraries contain .... and encyclopedias

a- Dictionaries and dictionaries b- books <u>c- All of the above</u>

14- Digital library websites such as (the Library of Alexandria and the Egyptian Knowledge Bank include information........

<u>a- Safe and reliable</u> b- Unsafe c- Unreliable

15- You can click on .... to access other web pages on the website.

a- Forms <u>b- Icons</u> c- Search engines

16- The .... website is considered one of the reliable online library websites.

a- Alexandria Digital Library B- Egyptian Knowledge Bank <u>C- All of the above</u>

17- Searching websites is a great source of information that is not protected by copyright, and therefore it is...

a- All sources published on it have been verified.

<u>b- They may not be accurate.</u> c- All sites are safe

18- Among the useful features of websites:

a- It has search engines b- It includes clear titles <u>c- All of the above</u>

19- It helps you find information and avoid scrolling and wasting time searching for general information

a- Search engine <u>b- Menus</u> c- Icons

20- You can click on .... to access other web pages and sections.

a- Search engine b- Menus <u>c- Icons</u>

أسئلة الدرس الخامس: مواقع المعلومات

Lesson 5 Questions : Commercial and non-commercial internet services

First: Put a sign (✓) or a sign (x):

1. The purpose of commercial websites is to sell products or provide services. (t)
2. Commercial websites do not include customer reviews. (f)
3. Amazon is an example of a non-commercial site. (f)
4. The Egyptian Knowledge Bank is an example of non-commercial sites. (t)
5. Be ware of fake reviews, as the company usually writes them themselves. (t)
6. The purpose of publishing fake reviews is to promote the company's products. (t)
7. a rival business will not post negative reviews under a false name on their competitors' sites. (f)
8. A review that's overly positive or negative shouldn't be trusted. (t)
9. Extreme reactions to products aren't usually good indicators about a product or service's true value. (t)
10. Websites are either commercial and non-commercial sites. (t)
11. Fake and misleading **reviews** do not affect the company's products. (f)
12. Commercial websites aim to provide information or awareness about a specific issue. (f)
13. Non-commercial sites are intended to sell products or provide services. (f)
14. **Reviews** on commercial websites may be misleading. (t)

Second: Choose the correct answer from the following:

1- Websites are divided into ....

a- Commercial sites b- Non-commercial sites. c- All of the above

2- Providing information or raising awareness about an issue.

a- Commercial sites b- Non-commercial sites. c- All of the above

3- Its purpose is to sell products or provide services.

a- Commercial sites b- Non-commercial sites. c- All of the above

4- The .... website is an example of a commercial website.

a- Amazon b- EKB c- ADL

5- There are one way you can get information about a product.

a- Reviews b- Ads c- All of the above

6- it is help customers decide if they want to buy a particular product or not.

a- Reviews b- Ads c- All of the above

7- Place advertisements, that are geared towards your ....

a- interests, b- geographical location, c- All of the above

8- In front of you is a comment with the name of the username: jbd_123 and his evaluation (★★★★★) and his comment: (If I could, I would value it in zero! It is very bad!) This is considered.

a- good reviews b- fake reviews c- neutral comment

9- The Ministry of Education website is an example of websites

a - Commercial b - Non-Commercial c - Unreliable

10- The purpose of the non-commercial website is...

a - Providing information

b - Providing services c - Selling products

11- The purpose of commercial sites ....

a- Providing information b- Selling products c- Raising awareness about an issue

12- Websites ....are intended to provide information, such as the Egyptian Knowledge Bank.

a- Non-commercial b- Commercial c- Both

أسئلة الدرس ٦ : استخدام تكنولوجيا المعلومات والاتصالات لإنشاء محتوى

Lesson 6 Questions : Using ICT for content creation

First: Put a sign (✓) or a sign (x):

1- Microsoft Edge is browser can help you browse, search, stream and more. (t)

2- The Collections feature in Microsoft Edge organizes research in one place and on multiple devices. (t)

3- You cannot start a collection for each new project or assignment in Edge. (f)

4- Using the Edge program, You can export each collection to other apps such as Excel and Word. (t)

5- you can add individual videos, images (including charts and graphs), in the Edge program. (t

6. The editor will highlight problems such as capitalization errors. (t

7- The Edge browser will highlight problems such as sentence fragments and missing or incorrect words and punctuation. (F)

8- You can get the Editor online extension to also use this tool when you do searches or write emails. (t)

9- Grammatical and spelling errors cannot be reviewed in the word processor program (Word). (f)

10- Microsoft Editor is used to check grammar and spelling. (t)

11- Microsoft Edge is the website browser that accompanies Microsoft. (t)

Second: Choose the correct answer from the following:

1- It is the web browser that comes with Microsoft Windows.

a- Microsoft Edge b- Google Chrome c- Firefox

2- The ....feature in Microsoft Edge organizes research in one place and on multiple devices..

a- Settings b- Collections c- Copying

3- Within each .... you can add entire web pages

a- Tab b- collection c- List

4- In the Edge program, you can add content by selecting ....

a- Add current page b- home page c- Copy the page

5- Use .... to check for spelling and grammar.

a- Edge Browser b- Microsoft Editor c- Video Processor

6- Select the Editor icon in ....

a- Word's toolbar b- Browser, c- All the above

7- ………………. will highlight words or phrases which may be incorrect and suggest alternatives, to help you edit your text.

a- editor b- browser c- search engine

8- The Microsoft Edge feature organizes searches in one place and on different devices.

a- Research b- Quoting c- Collections

9- Microsoft Edge is ……………………

a- Browser b- Editor c- Electronic spreadsheets

10- Microsoft ……………………… It is a web browser that accompanies Microsoft Windows

a- Edge b- PowerPoint c- Word

11- In Microsoft Edge, each group can be exported to other applications such as:

a- Wordpress b- Debris Tracker c- Excel

12- To open a web page, we use ……………… .

a- PowerPoint b- Paint. c- Browser.

أسئلة الدرس ٧ : كيفية اختيار المصادر المتاحة عبر الإنترنت

Lesson 7 Questions: How to choose online sources

First: Put a sign (✓) or a sign (x):

1- ONLINE LIBRARIES sometimes include dictionaries, thesauruses, and encyclopedias. (t)

2- Alexandria Digital Library (ADL) is an example of Online libraries have secure and verified information. (t)

3- EKB is an example of Online libraries have not secure and verified information. (f)

4- A Creative Commons search is a resource to find copyright-free information. (t)

5- When searching on websites, you may find information whose sources have not been verified.(t)

6- It is possible to find inaccurate information on websites. (t)

7- You must check the online maps with the help of your teacher. (t)

8- Specialized search engines are useful, but they may lead you to unreliable and insecure pages. (t)

9- The a copyright notice appears at the top of the websites. (f)

10- Clicking on these links can help you decide if the site is reliable. (t)

11- Online sources are only reliable sources. (f)

12- Search engines can lead you to unreliable sources. (t)

13- The Egyptian Knowledge Bank displays content suitable for all ages. (t)

14- The Egyptian Knowledge Bank contains sources that are not subject to copyright. (f)

15- Digital maps provide clear and accurate directions to the required places. (t)

16- EKB website is considered the largest digital library that provides a lot of information. (t)

17- The Knowledge Bank provides the ability to download files to your devices. (t)

18- Museum websites contain dictionaries and encyclopedias. (f)

Second: Choose the correct answer from the following:

1- These are helpful for searching different media, such as images or videos..

a- online Libraries b- online Maps c- online Museums

2. Examples of library sites have secure and verified information.

a- Alexandria Digital Library b- EKB *c- Both*

3. Online digital maps such as .... provide clear and accurate directions to the required places.

a- Google Maps b- Facebook c- YouTube

4. If you need to display a street, or an area map, we use ....

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5. Specialized search engines are very useful such as ....

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6. Websites include meta information, such as ....

a- Keywords. b- Information about the site and its contents.

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7. This allows you to read more about the site before clicking on the link.

a- URL *b- Descriptive information* c- Website names

8. a website's meta information at the bottom of websites.

a- upper *b- bottom* c- right

9- The .... website is an example of reliable online library websites.

a- Egyptian Knowledge Bank b- Amazon c- Facebook

10- One of the most famous search engines on the Internet.................

a- Facebook *b- Google* c- Word

11- To view museums on your digital device, we use ....

a- Electronic museums c- Real museums c- Egyptian Knowledge Bank

12- Specialized search engines represented by ....

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14- It can provide clear and accurate directions to the required places

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a- Images b- Sound *c- Both*

أسئلة الدرس ٨ : إرشادات للتواصل المتزامن وغير المتزامن

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6- You must give him/her time to respond before sending another message. (t)

7- If they need help with online communication, share what you know. (t)

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14- It is preferable to be clear when communicating online. (t)

15- Asynchronous communication is real-time communication between people, such as video chats and live television programs. (f)

16- Synchronous communication is communication that does not occur at the same time and does not require an immediate response. (f)

Second: Choose the correct answer from the following:

1- There are types of communication, including ....

a- synchronous. b- asynchronous *c- both*

2- It is real-time communication between people.

a- synchronous. b- asynchronous c- both

3- It is communication that does not occur in real time..

a- synchronous. b- asynchronous c- both

4- Examples of digital tools for synchronous communication.

a- Email b- Voice and text messages, c- Video chat

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16- .... is one of the tools of synchronous communication.

a- Video chats   b- Email   c- Recorded video clips

17- You must be .... any time you communicate

a- Passionate   b- Selfish   *c- Patient*

حمل الآن

مجانا وحصريا

المراجعة رقم (5)

اختبار شهر فبراير





Question 1: Choose the correct answer.

1- PPE stands for ....
   a) Poor people equipment
   b) Personal protective equipment
   c) Personal home page
2- COVID PPE includes the following except ....
   a) Face masks
   b) Disposable gloves
   c) Vaccine
3- Peg keiner is from ....
   a) New York
   b) Chicago
   c) China
4- Ms. Keiner used an app called .... to collect data about PPE litter.
   a) The Debris tracker
   b) Zoom
   c) Satellite
5- Egypt's .... initiative spreads awareness of the environmental issues
   a) Go green.
   b) Go yellow.
   c) Go environmental.





6- Egypt's Go green initiative spreads awareness of .... issues

a) Technological
b) Health
c) Environmental

7- Ms. Keiner used the hashtag #trackingppe on .... and Instagram.

a) YouTube
b) Microsoft
c) Twitter

8- You can contribute to social activities that help solve social issues like

a) Fighting pollution
b) Driving cars
c) Meeting new friends

9- The ability to engage with others online is one of my .... as a digital citizen

a) Responsibilities
b) Rights
c) Privacy

10- Respecting other's privacy is one of your ....

a) Rights
b) Responsibilities
c) Piracy




11- One of the ways to respect online sources is .... them.

a) To ignore
b) To credit
c) To download

12- If a site is spreading false information in its content or advertisements, ...visiting the site.

a) Start
b) Stop
c) Continue

13- Companies use the internet to help others, by addressing ....

a) Environmental concerns
b) Business plans
c) Advertisements

14- Being socially responsible includes being mindful of the .... we use

a) Websites
b) Printer
c) Paper
d) Computers

15- .... is a way to share information

a) Pollution
b) Social media
c) Privacy





16- Companies help others by addressing environmental concerns or supporting important causes. This is called ....

a) CSR
b) GPR
c) PPE

17- If it is a peer or a classmate you do not know well, be sure to use their ....

a) Title
b) Nickname
c) Full first name

18- Sometimes, meaning can be misinterpreted negatively in .... communication

a) Verbal
b) Video
c) Nonverbal

19- If you are communicating with your teacher, you should use ....

a) Jokes
b) Titles
c) His first name

20- The EKB offers free access for all ....

a) Egyptian citizens
b) The world
c) People of determination




21- You can be casual if you are communicating with
   a) A person in authority
   b) A family member
   c) An unknown person

22- It is important to be .... when communicating online
   a) Negative
   b) Positive
   c) Aggressive

23- If you have not met the person you are writing to yet, ...
   a) Be sure to introduce yourself
   b) Tell him jokes
   c) End the communication

24- .... is example of reliable online libraries
   a) Alexandria Digital library
   b) Egyptian Knowledge bank
   c) a&b

25- When .... a website, be sure to consider the photos, videos, and font size/ type.
   a) Creating
   b) Visiting
   c) Sharing

26- You can click on .... to reach other sections or webpages
   a) Icons
   b) Menus
   c) About link




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a) Microsoft Edge
b) Microsoft word
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a) Copyright- free
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42- .... provide clear and accurate directions to the required places.

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43- .... allows you to read more about the site before clicking on the link.

a) Online libraries
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47- online libraries such as .... have secure, verified information

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b) EKB
c) Both a and b

48- .... communication needs instant response.

a) Synchronous
b) Asynchronous
c) Both of them

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50- .... is an example of synchronous communication?

a) Email
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52- One of the asynchronous communications is ....
  a) Video chats
  b) Instant chat rooms
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  d) All of them

Question 2 Put true or false.

1- Peg keiner is an archeologist. (   )
2- MS keiner was collecting litter data alone. (   )
3- Debris tracker app is free and can be downloaded on your phone (   )
4- Twitter and Instagram are common social media platforms. (   )
5- Respecting others' privacy is one of your rights of digital citizenship. (   )
6- The ability to use the internet when you need is one of the responsibilities as a digital citizen (   )
7- You can use the internet to help others via social media (   )
8- You should spread false and harmful information. (   )
9- CSR is an abbreviation for corporate social responsibility. (   )
10- Today, very few companies include CSR tasks as part of their business plans. (   )
11- You should use titles when you are communicating with a peer or a family member. (   )
12- Abbreviations or nicknames are only appropriate between close friends. (   )

13- You should always be respectful when communicating with others. (   )
14- When you are in a video call, your feelings are invisible. (   )
15- In formal situations, you should not use emojis. (   )
16- Say negative words such as cannot or won't in your communication (   )
17- Emojis are useless in communication (   )
18- The EKB and the ADL are examples of reliable online libraries. ( )
19- The EKB does not contain material that is subject to copyright. ( )
20- Website menus waste more time when you search for information. (   )
21- Websites are classified into commercial and noncommercial sites. (   )
22- The content of EKB is suitable for children only (   )
23- Icons can be clicked to reach other sections or webpages (   )
24- Commercial sites often include customer reviews. (   )
25- A review that is overly positive or negative should be trusted. ( )
26- We can buy products online from noncommercial websites ( )
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28- You can only add videos and images to Microsoft Edge collections ( )
29- In Microsoft editor, you must accept all suggestions. (   )
30- Microsoft Edge can help you browse, search, stream and more. ( )

31- Google chrome is one of the browsers that comes with Microsoft windows (   )

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36- Clicking on the links at the bottom of a website can help you decide if the site is reliable or not. (   )

37- Recorded videos are example of Asynchronous communication. (   )

38- Whenever you are communicating, you should respect the recipient's feelings (   )

39- Asynchronous communication refers to communication that does not occur in real time and does not require instant response ( )

40- It is easy to understand other people when communicating online. (   )





Model Answers

Question 1: Choose the correct answer.

1- PPE stands for ....
 a) Poor people equipment
 b) Personal protective equipment
 c) Personal home page
2- COVID PPE includes the following except ....
 a) Face masks
 b) Disposable gloves
 c) Vaccine
3- Peg keiner is from ....
 a) New York
 b) Chicago
 c) China
4- Ms. Keiner used an app called .... to collect data about PPE litter.
 a) The Debris tracker
 b) Zoom
 c) Satellite
5- Egypt's .... initiative spreads awareness of the environmental issues
 a) Go green.
 b) Go yellow.
 c) Go environmental.





6- Egypt's Go green initiative spreads awareness of .... issues

a) Technological
b) Health
c) Environmental

7- Ms. Keiner used the hashtag #trackingppe on .... and Instagram.

a) YouTube
b) Microsoft
c) Twitter

8- You can contribute to social activities that help solve social issues like

a) Fighting pollution
b) Driving cars
c) Meeting new friends

9- The ability to engage with others online is one of my .... as a digital citizen

a) Responsibilities
b) Rights
c) Privacy

10- Respecting other's privacy is one of your ....

a) Rights
b) Responsibilities
c) Piracy




11- One of the ways to respect online sources is .... them.

a) To ignore

b) To credit

c) To download

12- If a site is spreading false information in its content or advertisements, ...visiting the site.

a) Start

b) Stop

c) Continue

13- Companies use the internet to help others, by addressing ....

a) Environmental concerns

b) Business plans

c) Advertisements

14- Being socially responsible includes being mindful of the .... we use

a) Websites

b) Printer

c) Paper

d) Computers

15- .... is a way to share information

a) Pollution

b) Social media

c) Privacy

16- Companies help others by addressing environmental concerns or supporting important causes. This is called ....

a) CSR
b) GPR
c) PPE

17- If it is a peer or a classmate you do not know well, be sure to use their ....

a) Title
b) Nickname
c) Full first name

18- Sometimes, meaning can be misinterpreted negatively in .... communication

a) Verbal
b) Video
c) Nonverbal

19- If you are communicating with your teacher, you should use ....

a) Jokes
b) Titles
c) His first name

20- The EKB offers free access for all ....

a) Egyptian citizens
b) The world
c) People of determination





21- You can be casual if you are communicating with

a) A person in authority

b) A family member

c) An unknown person

22- It is important to be .... when communicating online

a) Negative

b) Positive

c) Aggressive

23- If you have not met the person you are writing to yet, ...

a) Be sure to introduce yourself

b) Tell him jokes

c) End the communication

24- .... is example of reliable online libraries

a) Alexandria Digital library

b) Egyptian Knowledge bank

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25- When .... a website, be sure to consider the photos, videos, and font size/ type.

a) Creating

b) Visiting

c) Sharing

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كيفية طباعة صفحات معينة من ملف معين



مثلا ازاى نطبع الصفحات من صفحة 4 الى صفحة 9

خطوة 1

خطوة 2
اختيار اسم الطابعة بتاعتك

خطوة 3
كتابة الصفحات المراد طباعتها
نكتب رقم 4 ثم نكتب الشرطة دي – ثم نكتب 9

خطوة 4
اختيار نوع الورق

خطوة 5
اختيار A4

خطوة 6